



ATI Annual Report

Report on the Access to
Information Act 2011-2012

**AECL's Access to
Information and Privacy
Office**

177-511600-041-005

2012 June

juin 2012

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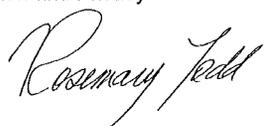
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177-511600-041-005

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1. INTRODUCTION

Atomic Energy of Canada Limited (AECL) is an agent Crown corporation reporting to Parliament through the Minister of Natural Resources Canada. AECL has been fulfilling a critical mandate on behalf of Canadians for decades. As the birthplace of Canada's nuclear industry, AECL has pioneered the use of nuclear science and technology to the benefit of Canada. Scientific and technological advances, such as nuclear medicine to fight cancer and nuclear energy to power homes and businesses, are an essential part of Canadians daily lives.

Now in its 60th year, AECL is Canada's premier nuclear science and technology organization. The company is a strategic part of Canada's national science and technology infrastructure and national innovation system.

In addition to performing the scientific and technical activities expected of a federal science and technology organization, AECL provides significant value to Canadians on several fronts, as:

- An advisor to, and agent of, the Government of Canada for public policy purposes;
- An enabler of business innovation and technology transfer; and,
- A generator of highly-qualified people.

Canada is a tier one nuclear nation, committed to nuclear energy, with world-class operations, an internationally-respected regulator, and a robust domestic supply chain. As such, AECL plays a key role in enabling Canada's position on the world stage. AECL is vital to Canada's scientific sector and in part, to the nation's future. The company contributes to Canada's destiny as a leading knowledge-based economy, giving the world significant and unique scientific and technological breakthroughs.

AECL remains the knowledge leader of the Canadian nuclear industry – a vital national resource with a world-class workforce and unique facilities that together strengthen Canada through nuclear science and technology excellence and advancement.

AECL's vision is to be a global partner in nuclear innovation. The company is headquartered in Chalk River, Ontario and employs more than 3,200 employees committed to an overriding objective or "strategic outcome": to ensure that Canadians and the world receive energy, health, environmental and economic benefits from nuclear science and technology, with confidence that nuclear safety and security are assured.

On September 1st, 2007 the *Federal Accountability Act* amended the *Access to Information Act* (ATIA) to include AECL. The purpose of the ATIA, as it relates to AECL, is to provide Canadian citizens with the right to access information in records under the control of AECL. This information can relate to the company's general administration or the operation of AECL's nuclear facilities that are subject to regulation by the Canadian Nuclear Safety Commission.

Section 72 of the *ATIA* stipulates that, at the end of each fiscal year, the head of each Government of Canada institution must prepare for submission to Parliament an annual report on the administration of this Act within their respective institution.

This *ATIA* annual report is prepared and tabled in accordance with section 72 of the *ATIA*. The report provides a summary of the management and activities related to the implementation of the *ATIA* within AECL for the fiscal year 2011-2012.

2. 2011- 2012 HIGHLIGHTS

- AECL received 76 new requests for information under the *ATIA* and carried over one outstanding *ATIA* request from the previous fiscal year. Of the total 77 requests, 73 were completed and four were carried forward to the next fiscal year. In addition to these *ATIA* requests, AECL received 14 informal requests for information in 2011-2012.
- Of the 76 new requests received, 7.9 percent originated from the business community, 5.26 percent originated from the media, and 86.84 percent originated from the public, and none originated from the academia or an organization.
- Of the 73 completed requests, records were disclosed in full in 2.75 percent of the cases and disclosed in part in 72.6 percent of the cases. 6.85 percent of applications for information were abandoned by the applicant and 1.37 percent of the cases were treated informally. 4.1 percent of the requests were excluded in full and none were fully exempted. 2.75 of the requests were transferred to another federal organization and in 9.59 percent of the cases no records existed under the control of AECL. Of the 73 completed requests, a total of 13,336 pages were analysed formally and an additional 2,832 pages were reviewed informally.
- AECL received 25 new requests for consultations from other organizations subject to the *ATIA* and none were outstanding from the previous year. Of these consultations, 23 were completed and two were carried forward to the next fiscal year. A total of 2,898 pages were consulted.
- The website www.nrucanada.ca continues to provide proactive disclosure on the latest information relating to AECL's National Research Universal (NRU) reactor.
- A new webpage was launched in 2011-2012 under the Port Hope Area Initiative www.phai.ca/en/ATIP to provide the public with guidance on accessing radiological property information.
- Summaries of completed Access to Information requests processed by AECL's Access to Information Office can now be found on AECL's website. <http://www.aecl.ca/Contact/Access/Requests.htm>

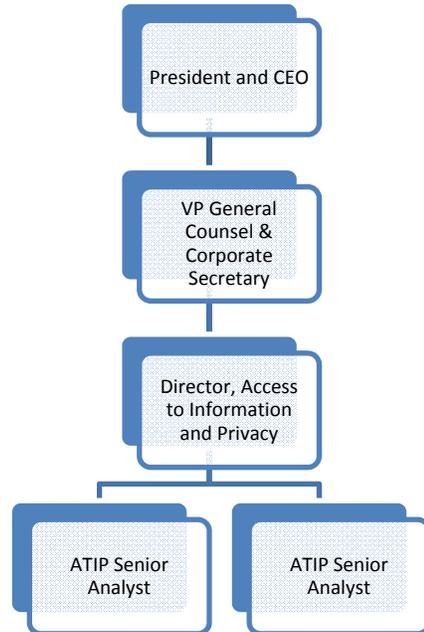
3. AECL'S ACCESS TO INFORMATION AND PRIVACY OFFICE

AECL undertakes a series of Program Activities that are geared to attaining the company's strategic outcome. These programs are aligned with and support the Government of Canada's science and technology priorities for a clean and healthy environment; healthy Canadians; a safe and secure Canada; and an innovative and knowledge-based economy.

Nuclear Industry Capability	<i>Ensures that the Canadian nuclear sector remains safe and productive, with access to science and technology resources to address emergent technological challenges.</i>
Nuclear Safety & Security	<i>Ensures Canada's nuclear safety and security, through the provision of high-quality expertise and technology. Through the use of AECL expertise and facilities, the program supports federal activities, regulation, or policy relating to nuclear or radiological issues.</i>
Clean, Safe Energy	<i>Ensures the development of energy technologies that will have a beneficial impact on Canada's application and use of clean energy.</i>
Health, Isotopes & Radiation	<i>Ensures Canadians receive health benefits from nuclear science and technology.</i>
Nuclear Environmental Stewardship	<i>Ensures that Canada's federal nuclear sites are clean and healthy environments.</i>
Nuclear Innovation Networks	<i>Ensures that the Canadian nuclear science and technology communities can advance their innovation agendas through access to federal nuclear innovation infrastructure and expertise.</i>
Mission-Ready Science and Technology Infrastructure	<i>Ensures that nuclear science and technology infrastructure is ready to enable the above programs by investing in AECL's people, plant and processes to achieve safe, reliable and efficient execution.</i>
Internal Services	<i>Ensures that business support services required to enable the efficient and effective delivery of the above programs are in place.</i>

To fulfill ATIA responsibilities, AECL established an Access to Information and Privacy (ATIP) Office (ATIPO) in Ottawa, Ontario. The ATIPO consists of two ATIP senior analysts along with a Director who reports to the Vice-President, General Counsel & Corporate Secretary under the Internal Services program activity.

3.1 ATIP's Organizational Chart



3.2 Responsibilities of the ATIPO

AECL's ATIP Director remains accountable for the development, coordination and implementation of effective policies, guidelines, systems and procedures that enable the efficient processing of requests under both the *Access to Information* and *Privacy Acts*. The Director is also responsible for related policies, systems and procedures resulting from the *Acts*, such as privacy protection and the collection and inventory and security of personal information banks. The Director acts as the point of contact for the Corporation in dealings with the ATIP Directorate at Treasury Board Secretariat and ATIP counterparts at Government of Canada departments and agencies.

The ATIPO is responsible for integrating procedures and services for the efficient administration of the *Access to Information* and *Privacy Acts*. In addition to the processing of formal and informal requests, consultations and complaints, the ATIPO also provides advice and assistance to line operations on all aspects of the legislation, as well as preparing statistical and status reports for senior management.

All formal requests for information under the *ATIA* are forwarded to AECL's ATIPO where they are reviewed for clarity and conformity with the legislation. Information retrieval is facilitated electronically and the office of the primary interest and the ATIP Director work together to formulate recommendations on the disposition of the case. These recommendations are communicated by the Director to the Senior Management Team.

The ATIPO is also responsible for processing formal requests made under the *ATIA*. AECL's ATIPO maintains a good rapport with members of the public, media and business community

that view the information, and is recognized by applicants and the offices of primary interest as a helpful group of informed officers.

Examples of the nature of information requested by applicants during this reporting period are as follows: the NRU reactor; employee training; Chalk River Laboratories administration; AECL restructuring; radiological property information; the Property Value Protection Program; and communications with other Government departments.

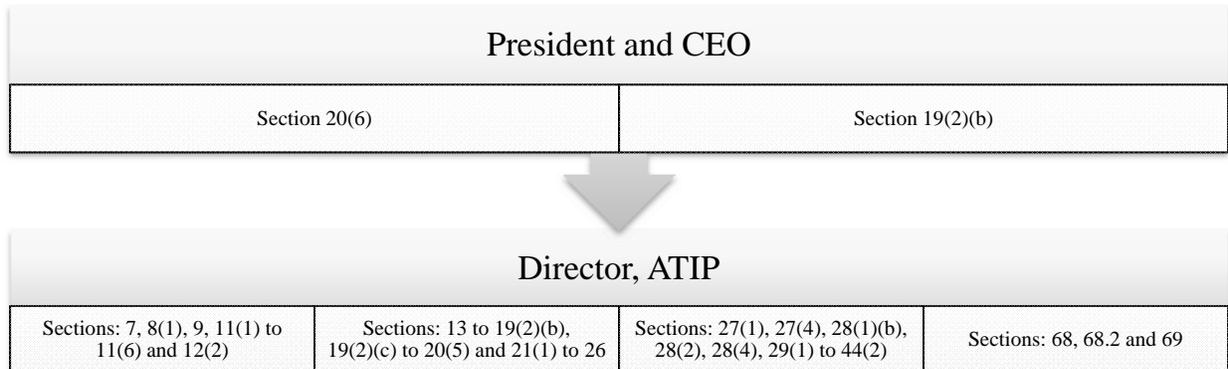
The ATIPO encourages potential applicants to discuss their requests informally with the offices of primary interest prior to filing a formal request. Often this provides for a satisfactory response in less time. The offices of primary interest also respond to numerous informal requests for information. Advice is provided as required by AECL’s ATIPO to the offices of primary interest managers if there is any doubt that the information can be released on an informal basis.

In addition, there are numerous requests for assistance directed to the ATIPO from members of the public who do not know who to contact to obtain brochures or other information available to the public. ATIPO also provides advice and recommendations to organizational managers and committees.

4. ACCESS TO INFORMATION DELEGATION ORDER

Section 73 of the ATIA authorizes the head of AECL to designate, by order, one or more officers or employees to exercise or perform any powers, duties or functions of the head of AECL that are specified in the order. Delegation is entirely at the discretion of AECL’s President & CEO. The decision-making authority for disclosure or non-disclosure under the ATIA is delegated to the ATIP Director except for the disclosure of information in public interest and the disclosure of personal information where publicly available (Sections 20(6) and 19(2)(b)) and where authority remains with the President & CEO.

4.1 Sections of the Access to Information Act Authority



4.2

The Access to Information Act Designation Order



AECL EACL

ACCESS TO INFORMATION ACT DESIGNATION ORDER		ARRETÉ SUR LA DÉLÉGATION EN VERTU DE LA LOI SUR L'ACCÈS À L'INFORMATION
<p>The President and CEO of Atomic Energy of Canada Limited pursuant to section 73 of the <i>Access to Information Act</i>, hereby designates the person holding the position set out in the schedule hereto to exercise the powers and perform the duties and functions of the President and CEO of AECL as the head of a government institution under the paragraph of the Act set out in the schedule opposite each position.</p>		<p>En vertu de l'article 73 de la <i>Loi sur l'accès à l'information</i>, le Président-directeur général de Énergie atomique du Canada limitée délègue au titulaire du poste mentionné à l'annexe ci-après les attributions dont il est, en qualité de responsable d'une institution fédérale, investi par les alinéas de Loi mentionnés dans la liste en regard de chaque poste.</p>
		ATIP Director Directeur AIPRP
7	Notify requestor whether or not access is to be given and where appropriate, give access Aviser le requérant si le document sera communiqué ou non et le cas échéant, communiquer	F
8(1)	Transfer request to institution with greater interest Transmettre la demande à l'institution davantage concernée	F
9(1)	Extend time limits Proroger le délai	F
9(2)	Notify Information Commissioner of extension over 30 days Inform le Commissaire à l'information si la prorogation est de plus de trente jours	F
11(1)(a)	Assess fees - application Déterminer les frais de communication	F
11(1)(b)	Assess fees - application Déterminer les frais de reproduction	F
11(2)	Assess fees - search time over 5 hours Déterminer les frais de communication - plus de 5 heures de recherche	F
11(3)	Assess fees - machine readable records Déterminer les frais de communication - document informatisé	F
11(4)	Request deposit Demander un versement initial	F
11(5)	Notify request of assessment of additional fees Aviser le requérant de la détermination de frais additionnels	F
11(6)	Waive or refund of fees Accorder une dispense ou un remboursement des frais	F
12(2)(b)	Translate records Traduire des documents	F



AECL EACL

		ATIP Director Directeur AIPRP
12(3)	Access to record in alternative format Communication sur support de substitution	F
13(1)	Apply exemption - information obtained in confidence from other governments Appliquer l'exception - renseignements obtenus à titre confidentiel	F
13(2)	Approve disclosure of information obtained in confidence Approuver la communication des renseignements obtenus à titre confidentiel	F
14	Apply exemption - federal-provincial affairs Appliquer l'exception - affaires fédérales-provinciales	F
15(1)	Apply exemption - international affairs and defence Appliquer l'exception - affaires internationales et défenses	F
16(1)	Apply exemption - law enforcement and investigations Appliquer l'exception - respect des lois et enquêtes	F
16(2)	Apply exemption - security Appliquer l'exception - sécurité	F
16(3)	Apply exemption - policing services for provinces or municipalities Appliquer l'exception - fonctions de police provinciale ou municipale	F
16(5)	Public Servant disclosure protection Protection des fonctionnaires divulgateurs d'actes répréhensibles	F
17	Apply exemption - safety of individuals Appliquer l'exception - sécurité des individus	F
18	Apply exemption - economic interests of Canada Appliquer l'exception - intérêts économiques du Canada	F
19(1)	Apply exemption - personal information Appliquer l'exception - renseignements personnels	F
19(2)(a)	Approve disclosure of personal information where individual consents Approuver la communication des renseignements personnels lorsque l'individu concerné y consent	F
19(2)(b)	Approve disclosure of personal information where publicly available Approuver la communication des renseignements personnels dans le cas où le public y a déjà accès	See note*
19(2)(c)	Approve disclosure of personal information in accordance with Section 8 of the Privacy Act (see Delegation of Authority under Privacy Act) Approuver la communication des renseignements personnels dans le cas où la communication est conforme à l'article 8 de la Loi sur la protection des renseignements personnels (Voir Délégation des pouvoirs en vertu de la Loi sur la protection des renseignements personnels)	F
20(1)	Apply exemption - third party information Appliquer l'exception - renseignements de tiers	F



AECL EACL

		ATIP Director Directeur AIPRP
20(2)	Approve disclosure of products or environmental testing information Approuver la communication des renseignements relatif aux essais de produits ou essais d'environnement	F
20(3)	Approve disclosure of information on methods used in testing Approuver la communication des renseignements relatifs aux méthodes utilisés pour les essais	F
20(5)	Approve disclosure of information where third party consents Approuver la communication des renseignements dans le cas où le tiers y consent	F
20(6)	Approve disclosure of information in public interest Approuver la communication des renseignements pour des raisons d'intérêt public	See note*
21(1)	Apply exemption - advice and recommendations Appliquer l'exception - avis et recommandations	F
22	Apply exemption - testing procedures, tests and audits Appliquer l'exception - examens et vérifications	F
23	Apply exemption - solicitor-client privilege Appliquer l'exception - secret professionnel des avocats	F
24(1)	Apply exemption - statutory prohibitions Appliquer l'exception - interdictions fondées sur d'autres lois	F
25	Refuse access to a record or part thereof Refuser la communication du document ou d'en communiquer les parties dépourvues	F
26	Refuse access where information is to be published Refuser la communication en cas de publication	F
27(1)	Notify third parties of intent to disclose information Aviser les tiers de l'intention de divulguer des renseignements	F
27(4)	Extend time limit for third parties Prorogation du délai accordé à un tiers	F
28(1)(b)	Decide to disclosure information after third party recommendation Décider de communiquer des renseignements suite aux observations d'un tiers	F
28(2)	Waive requirement that third party representation be in writing Dispenser un tiers de présenter des observations par écrit	F
28(4)	Approve disclosure of information where no third party review requested Approuver la communication des renseignements lorsque le tiers n'exerce pas de recours en révision	F
29(1)	Notify all parties of disclosure on recommendation of Information Commissioner Aviser les personnes en cause de la communication sur recommandation du Commissaire à l'information	F



AECL EACL

		ATIP Director Directeur ATIPRP
35(2)(b)	Make representations to Information Commissioner Présenter des observations au Commissaire à l'information	F
37(1)(b)	Notify Information Commissioner of institution's intent regarding recommendations Aviser le Commissaire à l'information de toute mesure prise ou envisagée par l'institution pour la mise en oeuvre de ses recommandations	F
37(4)	Approve access pursuant to an investigation Approuver la communication des renseignements suivant la tenue d'une enquête	F
43(1)	Notify third parties of application for review by Court Aviser les tiers d'un recours en révision par la cour	F
44(2)	Notify requestor of application for review by Court Aviser le requérant d'un recours en révision par la cour	F
68.2	Apply exclusion - information under the control of AECL Appliquer l'exclusion - renseignements qui relèvent d'EACL	F
68, 69	Notify individual that requested record is excluded Aviser l'individu que le document demandé est exclu	F

Notes:
 "F" Full authority to the ATIP Director
 * Full authority remains with the President & CEO of AECL.

Dr. Robert Walker, President & CEO of Atomic Energy of Canada Limited
 M. Robert Walker, Ph.D., Président-directeur général, Énergie atomique du Canada limitée

2011 Oct 12

Date

5. 2011-2012 STATISTICAL REPORT ON THE ACCESS TO INFORMATION ACT

Statistical Report on the Access to Information Act (Rev. 2011-03)



Statistical Report on the Access to Information Act

Name of Institution: Access to Information & Privacy
 Reporting Period: 01-04-2011 to 31-03-2012

PART 1 - Requests under the Access to Information Act

1.1 Number of Requests

	Number of Requests
Received during reporting period	76
Outstanding from previous reporting period	1
Total	77
Closed during reporting period	73
Carried over to next reporting period	4

1.2 Sources of Requests

Source	Number of Requests
Media	4
Academia	0
Business (Private Sector)	6
Organization	0
Public	66
Total	76

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	2	0	0	0	0	0	0	2
Disclosed in part	37	9	1	5	0	1	0	53
All exempted	0	0	0	0	0	0	0	0
All excluded	3	0	0	0	0	0	0	3
No records exist	2	5	0	0	0	0	0	7
Request transferred	2	0	0	0	0	0	0	2
Request abandoned	5	0	0	0	0	0	0	5
Treated informally	1	0	0	0	0	0	0	1
Total	52	14	1	5	0	1	0	73

2.2 Exemptions

Section	Number of requests	Section	Number of requests	Section	Number of requests	Section	Number of requests
13(1)(a)	0	16(2)(a)	0	18(a)	2	20.1	0
13(1)(b)	0	16(2)(b)	0	18(b)	4	20.2	0
13(1)(c)	0	16(2)(c)	2	18(c)	2	20.4	0
13(1)(d)	0	16(3)	0	18(d)	4	21(1)(a)	4
13(1)(e)	0	16.1(1)(a)	0	18.1(1)(a)	1	21(1)(b)	3
14(a)	0	16.1(1)(b)	0	18.1(1)(b)	0	21(1)(c)	4
14(b)	0	16.1(1)(c)	0	18.1(1)(c)	1	21(1)(d)	0
15(1) - I.A.*	0	16.1(1)(d)	0	18.1(1)(d)	1	22	0
15(1) - Def.*	0	16.2(1)	0	19(1)	53	22.1(1)	0
15(1) - S.A.*	0	16.3	0	20(1)(a)	1	23	2
16(1)(a)(i)	0	16.4(1)(a)	0	20(1)(b)	9	24(1)	0
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)	10		
16(1)(b)	0	17	0	20(1)(d)	9		
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)	3	69(1)(a)	0	69(1)(g) re (a)	0
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)	4	69(1)(e)	0	69(1)(g) re (e)	0
68.2(b)	3	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	2	0	0
Disclosed in part	53	0	0
Total	55	0	0

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	18	18	2
Disclosed in part	12919	6683	53
All exempted	0	0	0
All excluded	7	0	3
Request Abandoned	0	0	5

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	2	18	0	0	0	0	0	0	0	0
Disclosed in part	34	1219	14	2727	3	1162	1	54	1	1521
All exempted	0	0	0	0	0	0	0	0	0	0
All excluded	3	0	0	0	0	0	0	0	0	0
Abandoned	5	0	0	0	0	0	0	0	0	0
Total	44	1237	14	2727	3	1162	1	54	1	1521

2.5.3 Other complexities

Disposition	Consultation required	Assessment of fees	Legal advice sought	Other	Total
All disclosed	0	0	0	0	0
Disclosed in part	7	0	0	0	7
All exempted	0	0	0	0	0
All excluded	0	0	0	0	0
Abandoned	0	0	0	0	0
Total	7	0	0	0	7

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
0	0	0	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	0	0	0
16 to 30 days	0	0	0
31 to 60 days	0	0	0
61 to 120 days	0	0	0
121 to 180 days	0	0	0
181 to 365 days	0	0	0
More than 365 days	0	0	0
Total	0	0	0

2.7 Request for translation

Translation Requests	Accepted	Refused	Total
English to French	0	0	0
French to English	0	0	0
Total	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) Thiry party notice
		Section 69	Other	
All Disclosed	0	0	0	0
Disclosed in part	1	0	5	2
All exempted	0	0	0	0
All excluded	0	0	0	0
No records exist	0	0	0	0
Request abandoned	0	0	0	0
Total	1	0	5	2

3.2 Length of extensions

Length of extensions	9(1)(a) Interference with operations	9(1)(b) Consultation		9(1)(c) Thiry party notice
		Section 69	Other	
30 days or less	0	0	1	0
31 to 60 days	0	0	3	2
61 to 120 days	1	0	1	0
121 to 180 days	0	0	0	0
181 to 365 days	0	0	0	0
365 days or more	0	0	0	0
Total	1	0	5	2

PART 4 - Fees

Fee Type	Fee Collected		Fee Waived or Refunded	
	Number of requests	Amount	Number of requests	Amount
Application	21	\$ 105.00	46	\$230.00
Search	1	\$ 1500.00	0	\$ 0.00
Production	0	\$ 0.00	0	\$ 0.00
Programming	0	\$ 0.00	0	\$0.00
Preparation	0	\$ 0.00	0	\$ 0.00
Alternative format	0	\$ 0.00	0	\$ 0.00
Reproduction	0	\$ 0.00	0	\$ 0.00
Total	22	\$ 1605.00	46	\$ 230.00

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 the reporting period	25	3041	0	0
Outstanding from the previous reporting period	0	0	0	0
Total	25	3041	0	0
Closed during the reporting period	23	2898	0	0
Pending at the end of the reporting period	2	143	0	0

5.2 Recommendations and completion time for consultations received from other government institutions

Recommendations	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	9	1	0	0	0	0	0	10
Disclose in part	7	1	0	1	0	0	0	9
Exempt entirely	0	1	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	3	0	0	0	0	0	0	3
Total	19	3	0	1	0	0	0	23

5.3 Recommendations and completion time for consultations received from other organizations

Recommendations	Number of days required to complete consultation requests							Total
	1 to 15 days	16 to 30 days	31 to 60 days	61 to 120 days	121 to 180 days	181 to 365 days	More than 365 days	
Disclose entirely	0	0	0	0	0	0	0	0
Disclose in part	0	0	0	0	0	0	0	0
Exempt entirely	0	0	0	0	0	0	0	0
Exclude entirely	0	0	0	0	0	0	0	0
Consult other institution	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

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	0	0
61 to 120	0	0
121 to 180	0	0
181 to 365	0	0
More than 365 days	0	0
Total	0	0

PART 7 - Resources related to the Access to Information Act

7.1 Costs

Expenditures		Amount
Salaries		\$ 177853.00
Overtime		\$ 0.00
Goods and Services		\$ 6645.50
• Professional services contracts	\$ 0.00	
• Other	\$ 6645.50	
Total		\$ 184498.50

7.2 Human Resources

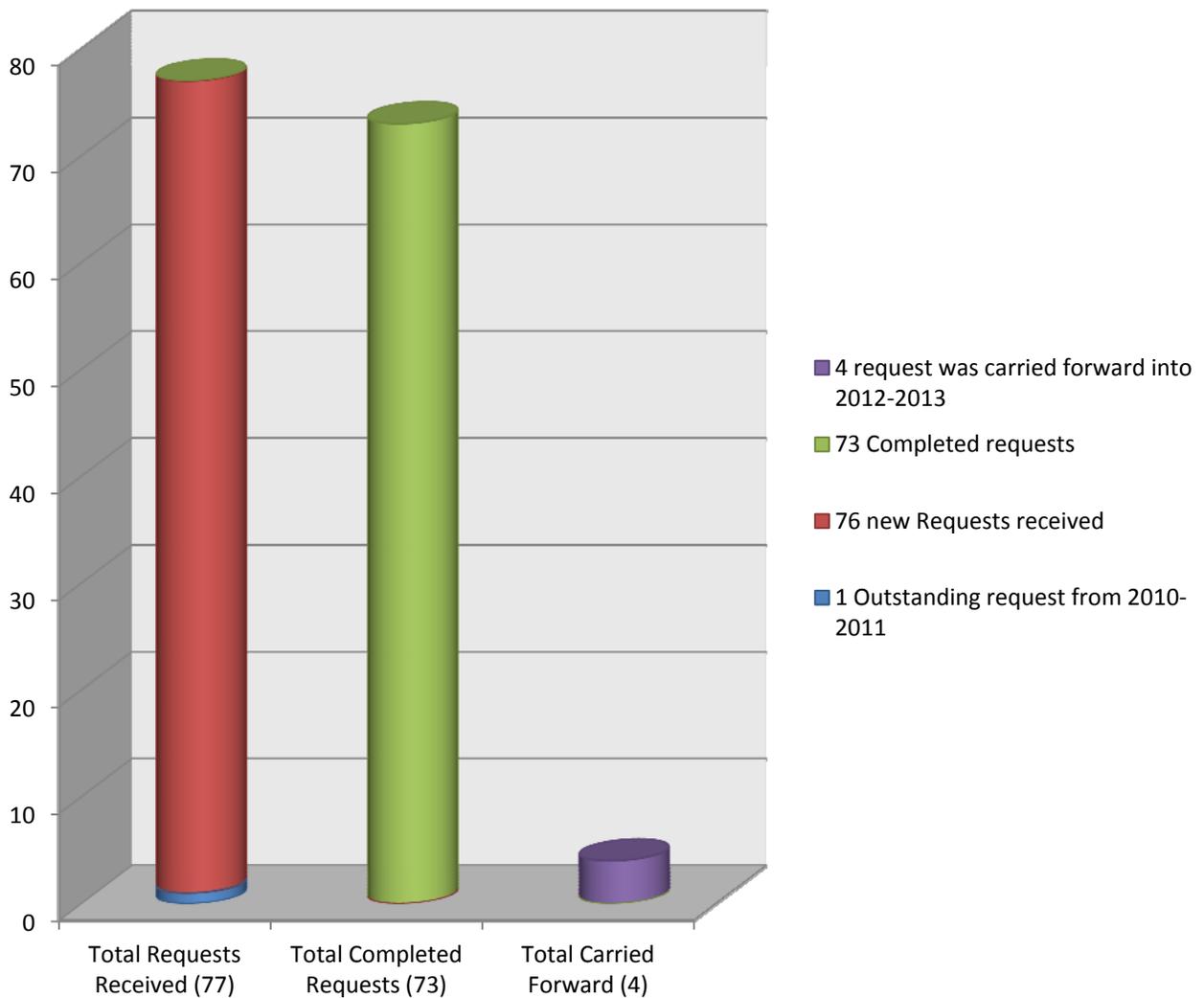
Resources	Dedicated full-time to ATI activities	Dedicated part-time to ATI activities	Total
Full-time employees	1.5	0	1.5
Part-time and casual employees	0	0	0
Regional staff	0	0	0
Consultants and agency personnel	0	0	0
Students	0	0	0
Total	1.5	0	1.5

5.1 Interpretation of the 2011-2012 Statistical Report on the Access to Information Act

5.1.1 Part 1 – Requests under the Access to Information Act

Part 1.1 - Number of Requests

AECL received 76 new requests for information under the *ATIA* and carried over one outstanding *ATIA* request from the previous fiscal year. Of the total 77 requests, 73 were completed and four were carried forward to the next fiscal year.

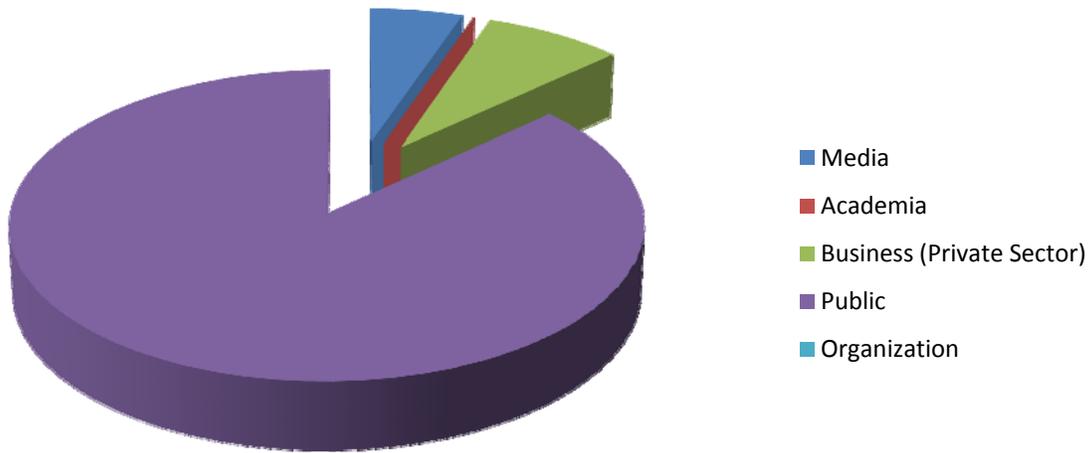


Part 1.2 - Sources of Requests

Seventy-six new requests were received under the *ATIA* during the period under review. Details concerning the source of the requests are as follows:

Source	Percentage of Requests
Media	5.26%
Academia	0.00%
Business (Private Sector)	7.90%
Organization	0.00%
Public	86.84%

Sources 2011- 2012



5.1.2 Part 2 – Requests Closed During the Reporting Period

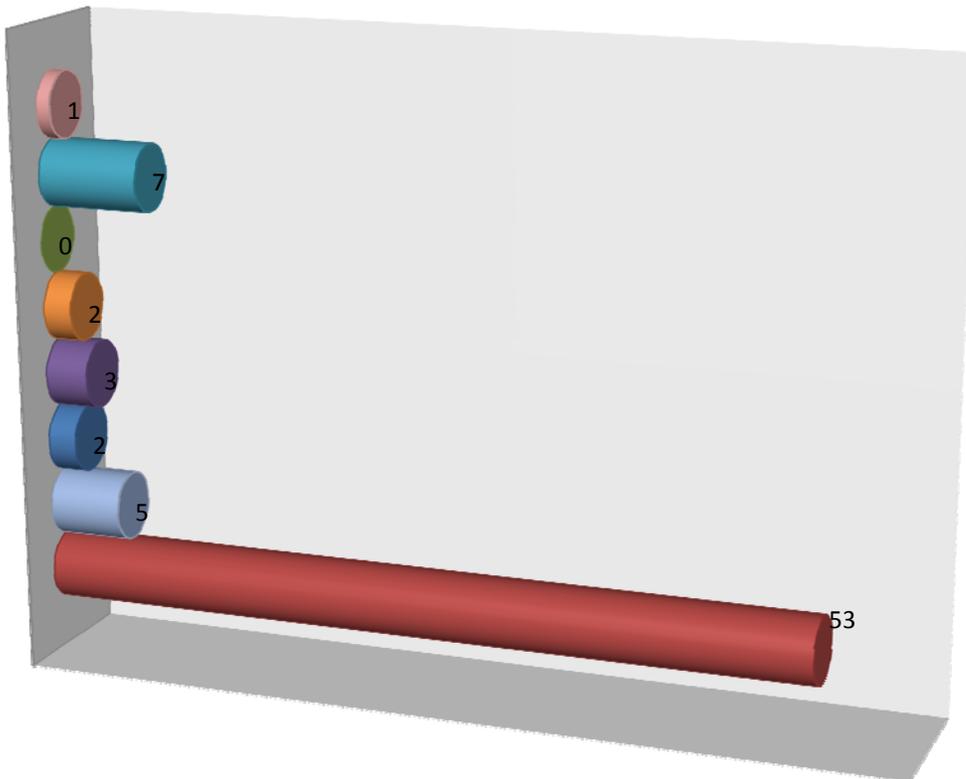
Part 2.1 - Disposition and Completion Time

Of the 73 requests completed in 2011-2012, information was disclosed in full for two requests within one to 15 days and disclosed in part for 53 requests. Of these 53 requests, 37 were closed within 15 days, 9 were closed between 16 to 30 days, one was closed within 31 to 60 days, five were closed between 61 to 120 days and one was closed between 181 to 365 days.

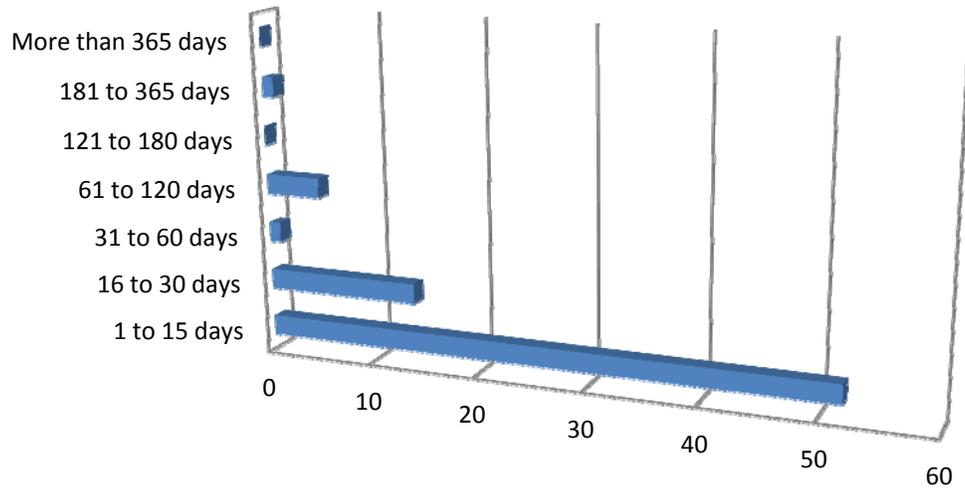
AECL was able to process 55 requests as the requested information was within their custody and control. Therefore, no records existed for seven requests (closed within 30 days) and five requests were abandoned. Additionally, three requests were excluded in full and processed within 15 days. One request was treated informally within 15 days, leaving two requests that were transferred to another federal organization, also within 15 days.

Disposition 2011-2012

- Treated informally
- No records exist
- All exempted
- Request transferred
- All excluded
- All disclosed
- Request abandoned
- Disclosed in part



Completion Time 2011-2012



	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
■ Fiscal Year 2011-2012	52	14	1	5	0	1	0

Part 2.2 – Exemptions

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

Reasons	Incidences
Security	2
Economic interests of Canada	12
Economic interests of certain Government institutions	3
Personal information	53
Third party information	29
Operations of Government - advice, etc.	11
Solicitor-client privilege	2

Part 2.3 - Exclusions

Other information was denied under the following exclusions:

Reasons	Incidences
The Act does not apply to certain materials	3
Atomic Energy of Canada Limited	7

Part 2.4 - Format of Information Released

All 55 processed requests were disclosed in paper format.

Part 2.5 – Complexity

Part 2.5.1 - Relevant Pages Processed and Disclosed

Eighteen pages were processed and fully disclosed for two requests. As for the 53 disclosed-in-part requests, 12 919 pages were processed and a total of 6,683 pages were disclosed. No pages were processed nor disclosed for the five abandoned requests. As for the three all-excluded requests, seven pages were processed and none were disclosed.

Part 2.5.2 – Relevant Pages Processed and Disclosed by Size Requests

A total of 44 requests had fewer than 100 pages to process and a total of 1,237 pages were disclosed. Fourteen requests had between 101-500 pages to process and a total of 2,727 were disclosed. Whereas three requests had between 501-1,000 pages to process and a total of 1,162 pages were disclosed. Only one request had between 1,001-5,000 pages to process and a total of 54 pages were disclosed. Finally, one request had more than 5,000 pages to be processed and a total of 1,521 pages were disclosed.

Part 2.5.3 - Other Complexities

Only seven of the requests disclosed in-part required consultation with other Government institutions or third parties.

Part 2.6 - Deemed Refusals

AECL has zero deemed refusals to report in 2011-2012.

Part 2.7 - Request for Translation

No translations were prepared during the period under review.

5.1.3 Part 3 - Extensions

Part 3.1 – Reasons for Extensions and Disposition of Requests

In 2011-2012, AECL found it necessary to extend the timeframe of one request under paragraphs 9(1)(a) and 9(1)(b) of the *ATIA* due to interference with operations and in order to consult other Government institutions. AECL also found it necessary to extend the time frame in two other cases under paragraph 9(1)(c) of the *Act* in order to consult with third parties. Additionally, AECL found it necessary to extend the timeframe of four other requests under paragraph 9(1)(b) of the *Act* in order to consult with other Government institutions.

Part 3.2 – Length of Extensions

Out of the five cases in which paragraph 9(1)(b) was applied, one case was extended for 30 days or less, three cases were extended between 31 to 60 days and the last case was extended between 61 to 120 days. The one request in which paragraph 9(1)(a) was applied was extended between 61 to 120 days and the two cases in which paragraph 9(1)(c) was applied were extended between 31 to 60 days.

5.1.4 Part 4 - Fees

One hundred and five dollars in application fees and \$1500 in search fees were collected between April 1st, 2011 and March 31st, 2012. No production, programming, preparation, alternate formats or reproduction fees were assessed or collected. The *ATIA* allows for the waiving of fees when a request is deemed to be in the public's interest. Fees of \$230 were waived in 46 cases.

5.1.5 Part 5 – Consultations Received from Other Institutions and Organizations

Part 5.1 – Consultations Received from other Government institutions and Organizations

AECL received 25 requests for consultations from other Government institutions. Out of the 25 consultation requests, 25 were new consultation requests and none were outstanding from the previous fiscal year period. A total of 23 consultation requests were completed and two consultation requests were carried forward to the next fiscal year.

Part 5.2 – Recommendations and Completion Time for Consultations Received from Other Government Institutions

Of the 23 consultation requests completed in 2011-2012, information was recommended to be disclosed in full for 10 cases within 30 days and in-part for nine other cases. Of the nine other cases, seven were completed within 15 days, one within 16 to 30 days and one within 61 to 120 days. Only one consultation request was recommended to exempt information entirely and was completed within 16 to 30 days. A total of three requests for consultations recommended within 15 days that the information was non-relevant to AECL.

Part 5.3 – Recommendations and Completion Time for Consultations Received from Other Organizations

AECL did not receive any consultations from other organizations during the period under review.

5.1.6 Part 6 – Completion Time of Consultations in Cabinet confidences

AECL did not have any consultations in Cabinet confidences.

5.1.7 Part 7 – Resources Related to the Access to Information Act

Part 7.1 – Costs

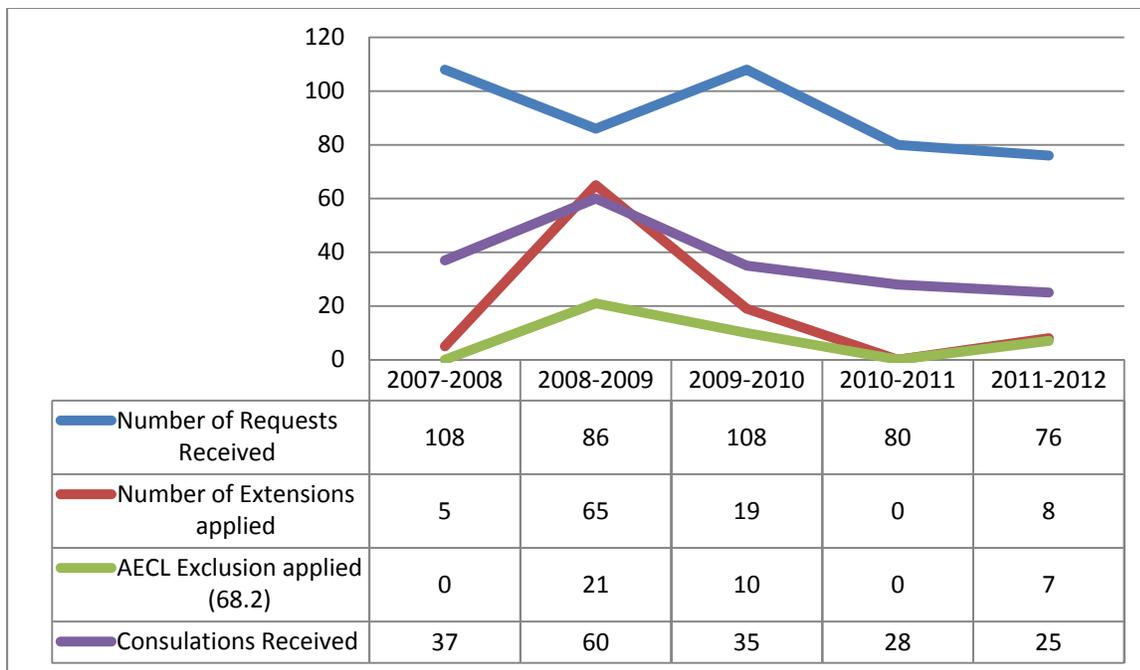
Total salary costs associated with *ATIA* activities are estimated at \$177,853.00 for 2011 – 2012. Other operation and maintenance costs amounted to \$6,645.50 for a total of \$184,498.50.

Included in the costs attributable to the *ATIPO* 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 with complaint investigations, processing consultation requests from other Government institutions, maintenance of the *ATIP* software, preparing reports or training materials, maintaining statistics, preparation of legislated requirements and giving awareness sessions.

Part 7.2 – Human Resources

The associated full-time equivalency (FTE) human resources are 1.5.

5.2 Multi-Year Trends



6. TRAINING

AECL’s *ATIPO* and Organizational Development and Training has implemented and registered the Access to Information Awareness course under AWS-0029 to gain a total of three credit hours. This training is to inform AECL employees of the basic principles of the *ATIA*, their individual obligations, various exemptions/ exclusions and the reporting obligations of AECL to central agencies and Parliament. It is one of the *ATIPO*’s objectives to ensure that all employees understand their obligations to the requirements of the *ATIA*. In addition, the training provides

details on applicable fees, tight deadlines and consultation process with other levels of governments. Briefing sessions form an integral part of the ATIP communications and training objectives.

Four Access to Information awareness sessions were given at Chalk River Laboratories, one at the Low-Level Radioactive Waste Management Office in Port Hope and one at the J.L. Gray Building in Deep River. Approximately 60 employees received training during fiscal year 2011-2012.

The ATIPO will focus on additional training requirements for the upcoming fiscal year. Informal briefing sessions are also given regularly by the ATIPO employees during the process of retrieval and review of documents in response to Access to Information requests.

7. COMPLIANCE

AECL did not implement any new and/or revised institution specific access to information related policies, guidelines or procedures during the reporting year 2011-2012.

8. COMPLAINTS AND INVESTIGATIONS

AECL received three new complaints under the *ATIA* this fiscal year and three complaints were carried forward from the 2009-2010 fiscal year related to exemptions invoked and were all discontinued with no further action required as they were abandoned by the complainants.

Of the three new complaints, one related to the extension of time applied to the requested information, which was resolved as well-founded. Key issues raised involved the following: the request itself was very broad and for a large number of records. Attempts to reduce the size and scope of the request by providing the applicant with previously released documents on the subject were unsuccessful. A 9(1)(a) (Interference with operations) extension was therefore applied to allow reasonable time for the search and retrieval process. Following AECL's retrieval and review of documents and after a search fee had been requested and paid, two other extensions 9(1)(b)(c) were applied to consult another Government department and third parties. As a result of the complaint, the Office of the Information Commissioner did not agree with AECL's interpretation of Section 9, and therefore determined the complaint was well-founded. The Office of the Information Commissioner however, was satisfied that AECL made every reasonable effort to assist the applicant in the initial stages of the request.

One new complaint related to the exemptions invoked and the second related to the exemptions invoked and alleged missing records. Both will be carried forward to the next fiscal year.

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