

**Office of the Administrator of the
Fund for Railway Accidents Involving Designated Goods**

Annual report to Parliament
on the *Access to Information Act*

2021-2022

Canada

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1. Introduction

The Office of the Administrator of the Fund for Railway Accidents Involving Designated Goods is pleased to submit to Parliament its annual report on the administration of the *Access to Information Act* (ATIA) for the fiscal year commencing on April 1, 2021, and ending March 31, 2022. This report is submitted in accordance with section 94 of the ATIA. The report is tabled in Parliament through the Minister of Transport.

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

- Part 1 extends the present laws of Canada to provide a right of access to information in records under the control of a government institution in accordance with the principles that government information should be available to the public, that necessary exceptions to the right of access should be limited and specific, and that decisions on the disclosure of government information should be reviewed independently of government
- Part 2 sets out requirements for the proactive publication of information

Our institution became subject to the ATIA on February 12, 2018.

1.1 Our mandate

The Fund for Railway Accidents Involving Designated Goods (the Fund) is a specified purpose account in the accounts of Canada, established under section 153.4 of the *Canada Transportation Act*. The Fund compensates victims of damages caused by a major crude-by-rail accident. Compensation starts after railway companies have paid damages up to the amount required by law. The Fund is financed through a levy, a per-tonne fee, paid by the first federally regulated railway that transports a crude oil shipment in Canada.

In the event of a disaster, the Fund has no limit to how much it can compensate. The Fund also has access to additional federal money through the Consolidated Revenue Fund, should the balance available with the Fund be insufficient to pay all eligible claims.

At this time, designated goods include crude oil, but other goods can be added by regulation.

The Fund is managed by an independent Administrator, who reports to Parliament through the Minister of Transport. The Administrator, appointed by the Governor in Council:

- Acts as an independent authority to investigate and assess all claims filed against the Fund, subject to appeal to the Federal Court of Canada;

- Has the powers of a Commissioner under Part 1 of the *Inquiries Act*;
- Offers compensation to claimants for whatever portion of the claim the Administrator finds to be established and, where a claimant accepts an offer, the Administrator directs payment to the claimant from the Fund;
- Becomes a party by statute to any proceedings commenced by a claimant against the railway companies;
- Ensures records are properly maintained;
- Prepares an annual report on the operations of the Fund, which is laid before Parliament by the Minister of Transport.

2. Organizational structure

The Information management officer is the designated Access to Information and Privacy (ATIP) coordinator of our institution. She is responsible for ensuring that the institution meets its responsibilities under the ATIA by administering the Act and overseeing all related activities.

During the reporting year, we created and staffed a new Research and program support officer position. About 20% of time for this position is dedicated to ATIP activities, thus providing support and an extra resource to handle our ATIP portfolio.

There are no regional ATIP staff.

A consultant provides expert assistance in the area of ATIP on an as-required basis.

3. Delegation order

Under the ATIA, the Administrator is the designated head of our 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 the institution to exercise or perform any powers, duties or functions of the head of the institution that are specified in the order. The Information management officer fulfills the role of Access to Information and Privacy (ATIP) Coordinator and has been delegated all authorities in relation to the ATIA.

The Delegation Order was signed on September 2, 2020, and a copy is included in Appendix A.

4. Performance 2021-2022

We received one new request under the ATIA during the reporting year. This was the first request the Fund received since becoming subject to the ATIA in 2018. A total of 80 pages were processed. Our compliance rate is 100% for the reporting year.

The following sections provide highlights and interpretations of the 2021-2022 statistical report. The complete report is included in Appendix B.

4.1 Section 1 - Requests subject to the ATIA

Subsection 1.1 - Number of requests

We received one new request for information under the ATIA. None were outstanding from previous reporting periods. This request was completed during the reporting year.

Subsection 1.2 - Sources of requests

The requester refused to be identified.

Subsection 1.3 - Channels of requests

The request was received by email.

4.2 Section 2 – Informal requests

We did not receive or process any informal requests during the reporting year.

4.3 Section 3 – Applications to the Information Commissioner on declining to act on requests

We did not submit to the Information Commissioner any applications on declining to act on vexatious, made in bad faith or abuse or right requests.

4.4 Section 4 – Requests closed during the reporting period

Subsection 4.1 - Disposition and completion time

One request was closed during the reporting year. The request was closed between 61 to 120 days, with information disclosed in part to the requestor.

Subsection 4.2 – Exemptions

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

Reasons	Incidences
Personal Information s. 19(1)	1
Third-Party Information s. 20(1)	1

Subsection 4.3 – Exclusions

No information was denied under exclusions.

Subsection 4.4 – Format of information released

The format in which information has been submitted, entirely or partially, was electronically.

Subsection 4.5 – Complexity

4.5.1 - Relevant pages processed and disclosed

For the request closed during the reporting year, we processed a total of 80 pages and disclosed in full or partially a total of 80 pages.

4.5.2 – Relevant pages processed and disclosed by size of requests

The request had fewer than 100 pages to process, and a total of 80 pages were disclosed.

4.5.3 to 4.5.6 Relevant minutes processed for audio and video files

No audio or video files were processed during the reporting year.

4.5.7 - Other complexities

The request disclosed in part required consultations with third parties.

Subsection 4.6 – Closed requests

4.6.1 – Number of requests closed within legislated timelines

The request was closed within legislated timelines. Therefore, our compliance rate is 100% for the reporting year.

Subsection 4.7 – Deemed refusal

4.7.1 – Reasons for not meeting legislated timelines

The request was closed within legislated timelines.

4.7.2 – Requests closed beyond legislated timelines (including any extension taken)

The request was closed within legislated timelines.

Subsection 4.8 - Requests for translation

No translations were prepared during the reporting year.

4.5 Section 5 – Extensions

Subsection 5.1 – Reasons for extensions and disposition of requests

This reporting year, we found it necessary to extend the timeframe of the request under paragraph 9(1)(c) in order to consult with a third party.

Subsection 5.2 – Length of extensions

The request in which paragraph 9(1)(c) was applied was extended for 60 days.

4.6 Section 6 – Fees

The application fee of \$5.00 was waived for the one request.

In accordance with the Interim Directive on the Administration of the *Access to Information Act*, issued on May 5, 2016, and the changes to the ATIA that came into force on June 21, 2019, we waived all fees prescribed by the Act and Regulations, other than the \$5 application fee set out in paragraph 7(1)(a) of the Regulations.

4.7 Section 7 – Consultations received from other institutions and organizations

No consultations were received from other federal institutions or other organizations during the reporting year.

4.8 Section 8 – Completion time of consultations on Cabinet confidences

We did not process any Cabinet confidences in relation to requests under the ATIA during the reporting year.

4.9 Section 9 – Complaints and investigations

We made no representations to the Information Commissioner of Canada pursuant to section 35 of the ATIA during the reporting year. We have no active complaints outstanding from previous reporting years.

4.10 Section 10 – Court action

There was no new or outstanding court action underway during the reporting year.

4.11 Section 11 – Resources related to the ATIA

Subsection 11.1 – Costs

For 2021-2022, the costs directly associated with the administration of the ATIA are \$5,283. Of this amount, \$4,800 are the salary costs of individuals working on access to information activities, and \$483 covered contract costs for professional services in access to information.

Subsection 11.2 – Human Resources

The associated full-time equivalency (FTE) human resources for administering the ATIA during 2021-2022 are 0.051 person years.

4.12 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 2021-2022, institutions were asked to complete a Supplemental Report to help identify the impact of COVID-19 measures on institutional performance for 2021-2022 and going forward. The complete report is included in Appendix C.

COVID-19 related measures were in place throughout the reporting period, adjusted as required according to public health guidelines. Nevertheless, we retained the ability to receive requests by mail, by email, and via the ATIP Online Request Service (AORS). Responses could be provided to the requestors by mail or electronically.

We had a reduced capacity to process records in response to requests. This was due to limited access to physical records and office resources, by ATIP staff and by the business units who retain primary interest in the records. This impacted the ability to retrieve and process records in a timely manner, resulting in delays.

To address our reduced capacity to process records, a new position was staffed during the reporting year. This position has a portion of time dedicated to ATIP activities, thereby providing increased capacity and flexibility for carrying out these tasks. We are also reviewing and upgrading information management and technology systems. This will improve ATIP processes and response by equipping staff with the tools they need to work remotely, introducing electronic record-keeping, and allowing remote access to office records and systems.

Other responsibilities under ATIA, notably proactive disclosure requirements, were not hindered or impacted by the COVID-19 related measures.

5. Training and awareness

All new staff are provided with a one-on-one introduction to ATIP by the ATIP Coordinator when they start their position at our institution.

Optional monthly training sessions are also offered throughout the year on various information management topics. The goal of these sessions is to promote and facilitate adoption of information management practices, which improves efficiency and ease of retrieving information from the institution's records. A specific session on the processing of ATIP requests was held during the reporting year and attended by 12 staff members (over half the complement). There was also a session on protecting sensitive information. Overall, these sessions were attended by an average of seven staff members (over a third of the complement) per month.

Additional advice and recommendations were provided by a consultant on an as required basis to Management and staff.

6. Policies, guidelines, procedures and initiatives

Working with the Treasury Board of Canada Secretariat (TBS), we successfully onboarded to the Open government website, the Government of Canada's platform for making government information available to the public (www.open.canada.ca). We now publish our travel and hospitality expenses, and summaries of completed access to information requests to this portal. This allows our information to be included in the central location for proactively published information. We continue to publish reports tabled in Parliament to our website, and staff are working to improve connections with the Open government portal.

We also undertook a review and update of our internal processes and practices surrounding proactive disclosure. We consulted guidance provided by TBS to ensure compliance with the most recent policies. A manual assembling all our new internal procedures is being drafted, with approvals and adoption scheduled for the next reporting period.

TBS is moving forward with the rollout of version 3 of ATIP online to government institutions. To prepare for the migration scheduled for early in the next reporting year, our ATIP staff underwent training on the new ATIP Online Management Tool (AOMT). This new portal will allow them to retrieve ATIP requests to our institution and to provide response to requestors. Staff is also currently working at establishing internal procedures for the use of the system, and on the technical setup for accessing the new ATIP online.

A review of the Transparency and Access to Information and Privacy pages on our website was also undertaken this year by ATIP staff with the help of our communications team. Outdated and irrelevant information was removed, and a new way of organising and presenting the information was developed. Focus was placed on the user, as well as on plain language. The goal was to provide better information on the ATIP activities and processes of our institution, and to improve promotion and access to proactively disclosed information. The new webpages went live at the end of the reporting year.

A new Guide to telework includes policies on the protection of sensitive information. Staff working remotely are required to comply with this guide.

A major project has also been underway to review our information management and information technology strategies. Systems in use at the office have been moved to the cloud, additional IT security has been implemented, and new equipment was provided to staff, which all improves the protection of the personal and sensitive information held by our institution. Additionally, we are upgrading our information management system, thereby introducing electronic record-

keeping and remote access to office records. This will improve the capture, access, discovery, retrieval, and management of our information. Relevant policies and processes are being updated accordingly. These projects are expected to significantly improve ATIP processes and activities, notably the response to requests.

7. Summary of complaints

Applicants have the right to file a complaint pursuant to the ATIA and may exercise this right at any time during the processing of their request. No complaints or requests for investigation were received during the reporting year.

8. Monitoring compliance

There was no monitoring of compliance of the time taken to process access to information requests conducted during the reporting year.

Appendix A: Delegation order

Fund for Railway Accidents Involving Designated Goods

**Access to Information Act
Delegation Order**

The Administrator of the Fund for Railway Accidents Involving Designated Goods, pursuant to section 94 of the *Access to Information Act* (the *Act*) hereby designates the persons holding the positions set out herein or the persons occupying those positions on an acting basis, to exercise the powers, duties or functions of the Administrator as the head of a government institution, under the section or sections of the *Act* set out hereunder opposite each position.

Position	<i>Access to Information Act</i>	
ATIP Coordinator	4(2.1)	Responsibility of government institutions
ATIP Coordinator	7(a)	Notice where access requested
ATIP Coordinator	7(b)	Giving access to record
ATIP Coordinator	8(1)	Transfer of request to another government institution
ATIP Coordinator	9	Extension of time limits
ATIP Coordinator	11(2)	Additional fees
ATIP Coordinator	12(2)(b)	Language of access
ATIP Coordinator	12(3)(b)	Access in an alternative format
ATIP Coordinator	13	Exemption—Information obtained in confidence
ATIP Coordinator	14	Exemption—Federal—provincial affairs
ATIP Coordinator	15	Exemption—International affairs and defence
ATIP Coordinator	16	Exemption—Law enforcement and investigations
ATIP Coordinator	16.5	Exemption— <i>Public Servants Disclosure Protection Act</i>
ATIP Coordinator	17	Exemption—Safety of individuals
ATIP Coordinator	18	Exemption—Economic interests of Canada
ATIP Coordinator	18.1	Exemption—Economic interest of the Canada Post Corporation, Export Development Canada, the Public Sector Pension Investment Board and VIA Rail Canada Inc.
ATIP Coordinator	19	Exemption—Personal information
ATIP Coordinator	20	Exemption—Third party information
ATIP Coordinator	21	Exemption—Operations of Government

Fund for Railway Accidents Involving Designated Goods

Access to Information Act
Delegation Order

Position	<i>Access to Information Act</i>	
ATIP Coordinator	22	Exemption—Testing procedures, tests and audits
ATIP Coordinator	22.1	Exemption—Audit working papers and draft audit reports
ATIP Coordinator	23	Exemption—Solicitor-client privilege
ATIP Coordinator	24	Exemption—Statutory prohibitions
ATIP Coordinator	25	Severability
ATIP Coordinator	26	Exception—Information to be published
ATIP Coordinator	27(1), (4)	Third-party notification
ATIP Coordinator	28(1)(b), (2), (4)	Third-party notification
ATIP Coordinator	33	Advising Information Commissioner of third party involvement
ATIP Coordinator	35(2)(b)	Right to make representations
ATIP Coordinator	37(4)	Access to be given to complainant
ATIP Coordinator	43(1)	Notice to third party (application to Federal Court for review)
ATIP Coordinator	44(2)	Notice to applicant (application to Federal Court by third party)
ATIP Coordinator	52(2)(b), (3)	Special rules for hearings
ATIP Coordinator	71(1)	Facilities for inspection of manuals
ATIP Coordinator	94	Annual report to Parliament

Fund for Railway Accidents Involving Designated Goods

Access to Information Act
Delegation Order

Position	<i>Access to Information Regulations</i>	
ATIP Coordinator	6(1)	Transfer of request
ATIP Coordinator	7(2)	Search and preparation fees
ATIP Coordinator	7(3)	Production and programming fees
ATIP Coordinator	8	Providing access to record(s)
ATIP Coordinator	8.1	Limitations in respect of format

Dated in Ottawa on September 2, 2020



Anne Legars, LL.M., CAE
Administrator

Appendix B: Statistical report



Statistical Report on the *Access to Information Act*

Name of institution: Fund for Railway Accidents Involving Designated Goods

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		1
Outstanding from previous reporting periods		0
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	0	
Total		1
Closed during reporting period		1
Carried over to next reporting period		0
• Carried over within legislated timeline	0	
• Carried over beyond legislated timeline	0	

1.2 Sources of requests

Source	Number of Requests
Media	0
Academia	0
Business (private sector)	0
Organization	0
Public	0
Decline to Identify	1
Total	1

1.3 Channels of requests

Source	Number of Requests
Online	0
E-mail	1
Mail	0
In person	0
Phone	0
Fax	0
Total	1

Section 2: Informal Requests

2.1 Number of informal requests

		Number of Requests
Received during reporting period		0
Outstanding from previous reporting periods		0
• Outstanding from previous reporting period	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
0	0	0	0	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
Total	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	0	0	0	0	0	0	0	0
Disclosed in part	0	0	0	1	0	0	0	1
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	0	0	0	0	0	0	0	0
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0	0	0
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
Total	0	0	0	1	0	0	0	1

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)	0	20.2	0
13(1)(c)	0	16(2)(b)	0	18(c)	0	20.4	0
13(1)(d)	0	16(2)(c)	0	18(d)	0	21(1)(a)	0
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	0
14	0	16.1(1)(a)	0	18.1(1)(b)	0	21(1)(c)	0
14(a)	0	16.1(1)(b)	0	18.1(1)(c)	0	21(1)(d)	0
14(b)	0	16.1(1)(c)	0	18.1(1)(d)	0	22	0
15(1)	0	16.1(1)(d)	0	19(1)	1	22.1(1)	0
15(1) - I.A.*	0	16.2(1)	0	20(1)(a)	0	23	0
15(1) - Def.*	0	16.3	0	20(1)(b)	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)	1	26	0
16(1)(a)(ii)	0	16.5	0	20(1)(d)	0		
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	1	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
80	80	1

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	0	0	0	0	0	0	0	0	0	0
Disclosed in part	1	80	0	0	0	0	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	0	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
Total	1	80	0	0	0	0	0	0	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
Total	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
Total	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	1	0	0	1
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
Total	1	0	0	1

4.6 Closed requests

4.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	1
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
Total	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
Total	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	0	1
All exempted	0	0	0	0
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
Total	0	0	0	1

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	0	0
31 to 60 days	0	0	0	0
61 to 120 days	0	0	0	1
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	0	0	0	1

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	1	\$5.00	0	\$0.00
Other fees	0	\$0.00	0	\$0.00	0	\$0.00
Total	0	\$0.00	1	\$5.00	0	\$0.00

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
Total	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
Total	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		\$4,800
Overtime		\$0
Goods and Services		\$483
• Professional services contracts	\$483	
• Other	\$0	
Total		\$5,283

11.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	0.048
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.003
Students	0.000
Total	0.051

Note: Enter values to three decimal places.

Appendix C: Supplemental statistical report



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

Name of institution: Fund for Railway Accidents Involving Designated Goods

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	52

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	52	0	52
Protected B Paper Records	0	52	0	52
Secret and Top Secret Paper Records	52	0	0	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	52	0	52
Protected B Electronic Records	0	52	0	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	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
Total	0	0	0

Row 8, Col. 3 of Section 3.1 must equal Row 7, Col. 1 of Section 1.1 of the 2021-2022 Statistical Report on the *Access to Information Act*

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	0
Received in 2016-2017	0
Received in 2015-2016 or earlier	0
Total	0

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
Total	0	0	0

Row 8, Col. 3 of Section 4.1 must equal Row 7, Col. 1 of Section 1.1 of the 2021-2022 Statistical Report on the *Privacy Act*

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
Total	0

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