

Canada's Nuclear
Regulator



Annual Report on the *Access to Information Act* 2022–23

September 2023



Canadian Nuclear
Safety Commission

Commission canadienne
de sûreté nucléaire

Canada 

Annual Report on the *Access to Information Act* 2022–23

© Canadian Nuclear Safety Commission (CNSC) 2023

Cat. No. CC171-7-PDF

ISSN 1926-2469

Extracts from this document may be reproduced for individual use without permission, provided the source is fully acknowledged. However, reproduction in whole or in part for purposes of resale or redistribution requires prior written permission from the Canadian Nuclear Safety Commission.

Document availability

This document can be viewed on the CNSC website at nuclearsafety.gc.ca. To request a copy of the document in English or French, please contact:

Canadian Nuclear Safety Commission
280 Slater Street
P.O. Box 1046, Station B
Ottawa, Ontario K1P 5S9
CANADA

Tel.: 613-995-5894 or 1-800-668-5284
(in Canada only)

Fax: 613-995-5086

Email: ATIP-AIPRP@cnsccsn.gc.ca

Website: nuclearsafety.gc.ca

Facebook: facebook.com/CanadianNuclearSafetyCommission

YouTube: youtube.com/cnsccsn

Twitter: [@CNSC_CCSN](https://twitter.com/CNSC_CCSN)

LinkedIn: linkedin.com/company/cnsccsn

General

The Canadian Nuclear Safety Commission (CNSC) regulates the use of nuclear energy and materials to protect health, safety, security and the environment; to implement Canada's international commitments on the peaceful use of nuclear energy; and to disseminate objective scientific, technical and regulatory information to the public.

The CNSC's mandate, derived from the *Nuclear Safety and Control Act*, involves 4 major areas:

- regulation of the development, production, and use of nuclear energy in Canada to protect health, safety and the environment
- regulation of the production, possession, use and transport of nuclear substances, and the production, possession and use of prescribed equipment and prescribed information.
- implementation of measures respecting international control of the development, production, transport and use of nuclear energy and substances, including measures respecting the non-proliferation of nuclear weapons and nuclear explosive devices
- dissemination of scientific, technical and regulatory information concerning the CNSC's activities, and the effects on the environment and the health and safety of persons, of the development, production, possession, transport and use of nuclear substances

The CNSC also provides advice with respect to the implementation of the *Nuclear Liability and Compensation Act*, works in partnership with the Impact Assessment Agency to conduct impact assessments for nuclear projects subject to the *Impact Assessment Act*, and implements Canada's bilateral agreement with the International Atomic Energy Agency on nuclear safeguards verification.

Purpose

The purpose of the *Access to Information Act* (AIA) is to extend the 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 stating 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.

Tabling of the annual report

This annual report is prepared and tabled in Parliament in accordance with section 94 of the AIA.

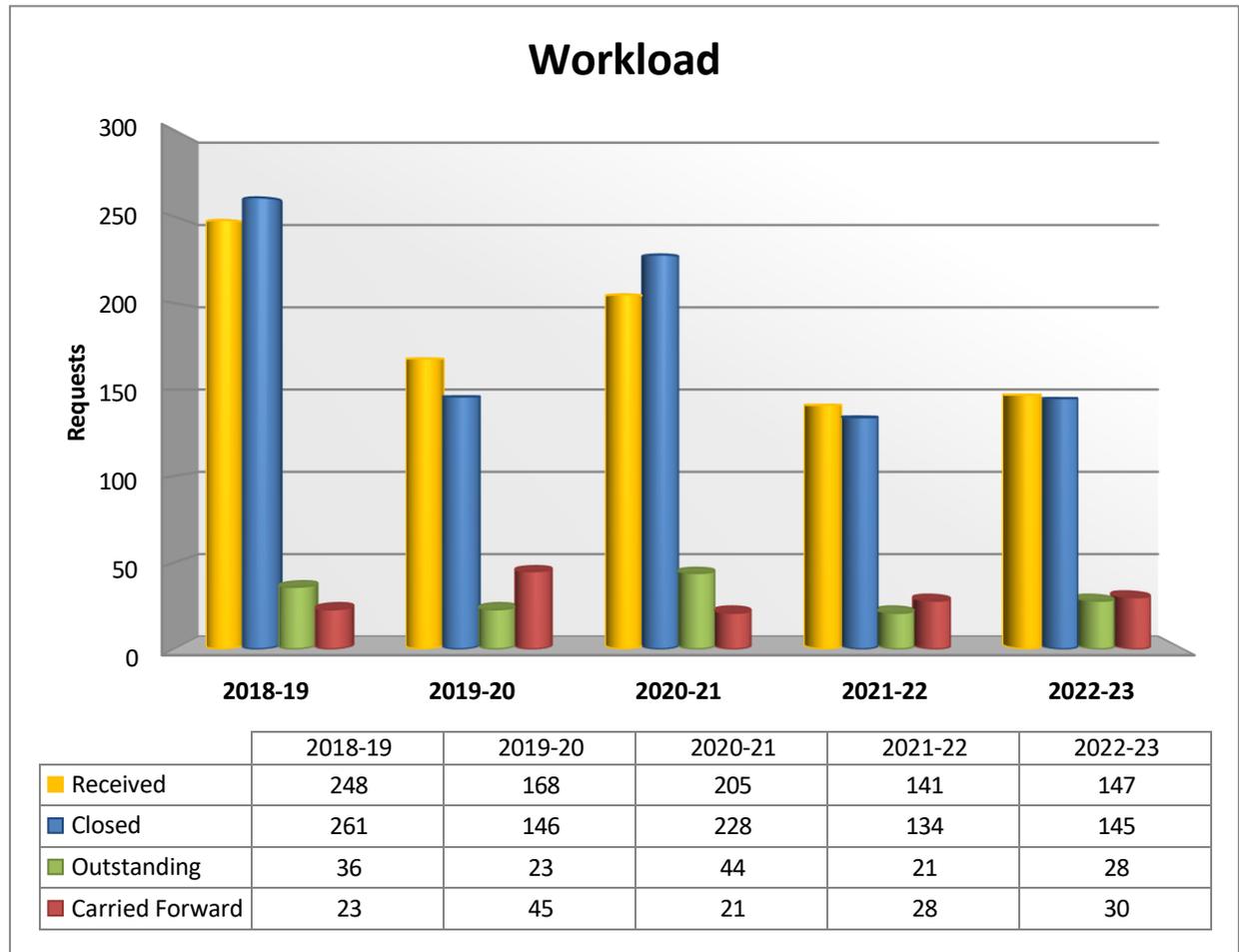
1. Statistical report

I. Requests received under the *Access to Information Act*

In fiscal year 2022–23, the CNSC received 147 requests under the AIA (6 requests more than in the previous reporting period; see table titled “Workload”).

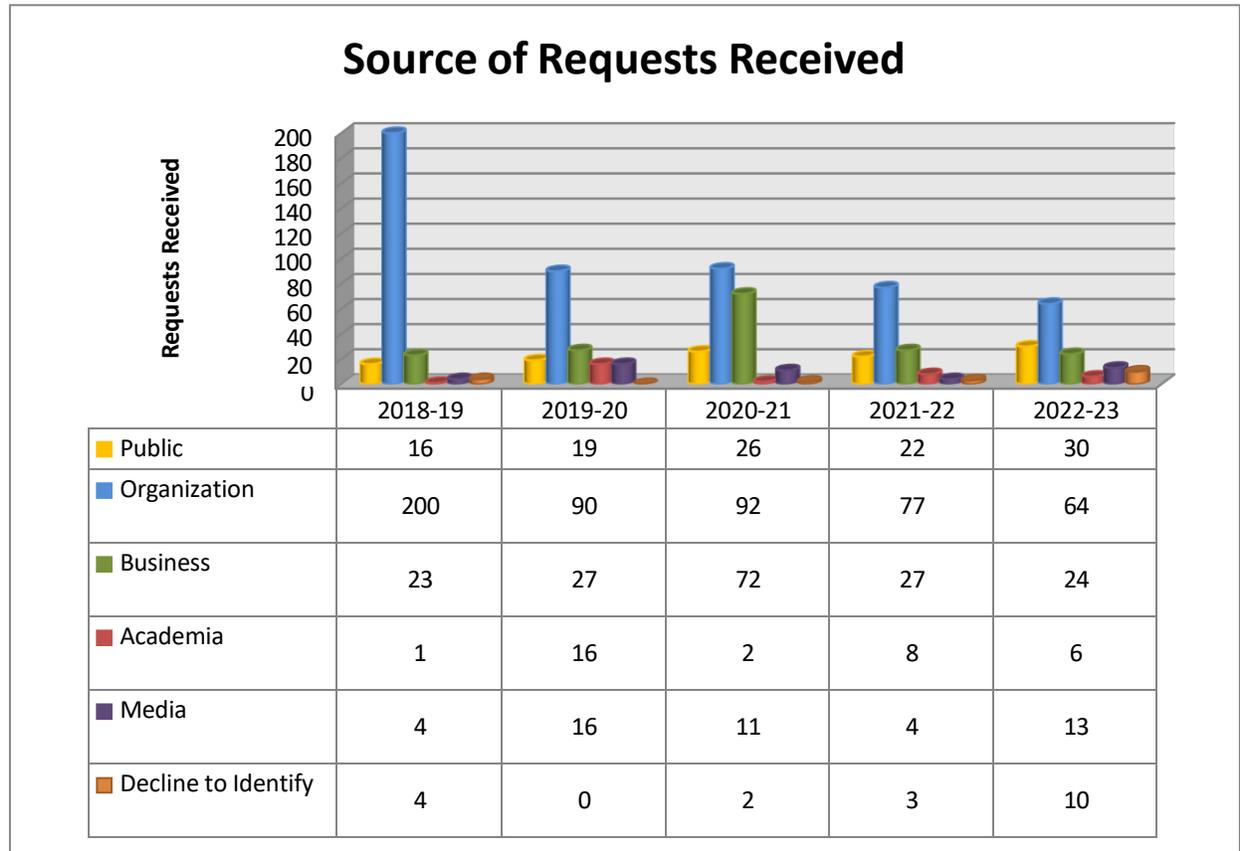
For requests closed during the reporting period, the CNSC processed 150094 pages and disclosed 68409 pages to requesters. This represents a 613% increase in the number of pages processed (24506) and a 431% increase in the number of pages disclosed (15885) in fiscal year 2021–22.

Other federal government agencies and departments responsible for records related to CNSC activities also consulted with the CNSC on 17 occasions. The CNSC processed 407 pages for these consultations.



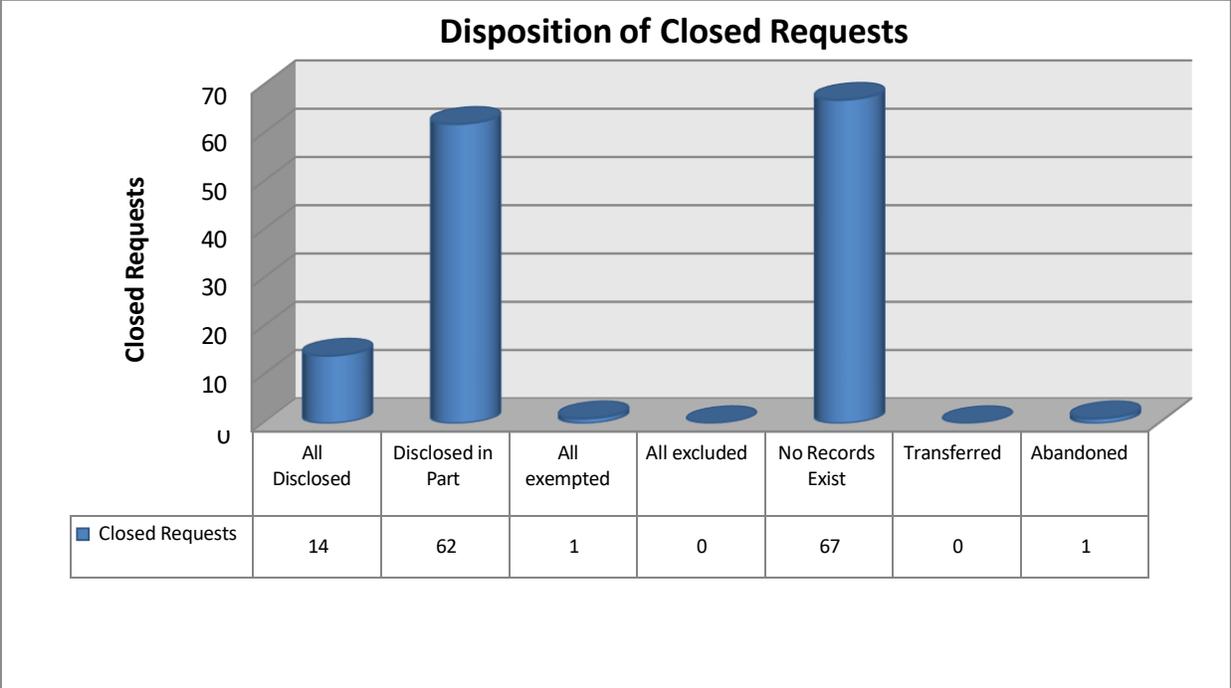
II. Source of requests

Organizations continue to submit an increased number of requests to the CNSC (see table titled “Source of requests received”). In 2022–23, requests were made most frequently by organizations (44%), followed by the public (20%), business (16%), media (9%) and academia (4%).



III. Disposition of closed requests

In 2022–23, the CNSC closed 145 requests. This represents an 8% increase in the number of requests closed when compared with 2021–22. Of the 145 requests closed during the reporting period, records for 14 (10%) were disclosed fully and records for 62 (43%) were disclosed in part (see table titled “Disposition of closed requests”). There was only 1 request for which relevant records were either exempted or excluded in their entirety. The remaining 68 requests had no records associated with them, were transferred, or were abandoned by the requester.



IV. Exemptions or exclusions invoked

Most of the exemptions invoked by the CNSC in 2022–23 came under 4 sections of the AIA:

- subsection 13 (1) (a), (b), and (c) which protect confidential information supplied by foreign states, international organizations, and provincial governments.
- subsection 19(1), which protects personal information
- paragraphs 20(1)(a), (b), (c) and (d), which protect confidential information supplied by a third party
- paragraphs 21(1)(a), (b), (c) and (d), which protect advice, recommendations and the deliberation process of public servants

V. Completion time

VI. Extensions

Section 9 of the AIA permits an extension of statutory time limits under certain circumstances. In 2022–23, the CNSC requested extensions on 18 occasions. In 10 of these cases, an extension was required for consultation within a government institution, other government institutions or other levels of government. In 6 cases, an extension was required to provide third-party notifications. A further 7 extensions were needed to search through large volumes of records; without the extension, the original timelines would only have been met by interfering with CNSC operations. There are some requests where extensions were requested for more than one of the above-mentioned reasons. All extensions were for periods of between 31 to 365 days.

VII. Costs

During 2022–23, the CNSC’s Access to Information and Privacy (ATIP) Office incurred \$ 189,830 in salary costs and \$ 5147 in goods and services costs to administer the AIA.

See annex A for further statistical information.

The *Service Fees Act* requires a responsible authority to report annually to Parliament on the fees collected by the institution.

With respect to fees collected under the AIA, the following information is reported in accordance with the requirements of section 20 of the *Service Fees Act*:

- Enabling authority: AIA
- Fee amount: \$5
- Total revenue: \$ 545
- Fees waived: \$ 190
- Information indicating that in accordance with the Interim Directive on the Administration of the AIA, issued on May 5, 2016, the CNSC waives all fees prescribed by the AIA and regulations made under it, other than the \$5 application fee set out in paragraph 7(1)(a) of the regulations
- Cost of administering fees: \$ 5147

2. Practices and procedures

At the CNSC, the IT Operations and Service Delivery Division (ITOSDD), within the Information Management and Technology Directorate (IMTD), administers the AIA.

Access-to-information requests are received by the Records Office and forwarded to the ATIP Office within ITOSDD. The CNSC also receives requests through the ATIP online request portal available through the Treasury Board Secretariat website. ATIP Office staff process requests in consultation with the appropriate CNSC directorates and with external parties, where necessary.

The CNSC has 3 full-time employees dedicated to access-to-information activities. The CNSC was not part of a service agreement with any outside institution under section 96 of the *Access to Information Act* during the reporting period. During the reporting period, ATIP operations were not affected by any COVID-19 related measures.

3. Training and awareness

During 2022–23, the CNSC continued to concentrate on providing training to its employees on information management, the AIA, the *Privacy Act* and information security. The ATIP Office conducted several formal training sessions at divisional meetings and for functional specialists (Inspection Fundamentals training). There were also informal one-on-one awareness sessions throughout the reporting period.

All training and awareness sessions, both formal and informal, focused on informing employees of their responsibilities under the legislation. ITOSDD offers an integrated training approach, emphasizing the connections between sound information management practices and an effective ATIP program. The ATIP Office also provides advice and support as required.

Documentation and training materials on the CNSC’s ATIP program are available through the corporate intranet, along with links to other materials, such as legislation, Treasury Board Secretariat policies and

guidance documents, and a range of information management and guidance tools. The CNSC did not implement any new policies, guidelines or procedures during the reporting period.

4. Proactive publications

The CNSC is an independent federal agency listed in schedule II of *the Federal Administration Act*. As an organization that values openness and transparency, the CNSC strives to ensure that information is made publicly available without recourse to the AIA. Exceptions to public access to information are limited and specific, as required by the AIA.

The CNSC frequently makes copies of the following documents available to members of the public for their examination:

- current licences and approvals
- revocation or suspension notices
- reports concerning occurrences
- applications for approval of licences
- information on hazards to individuals, the public or the environment
- orders for corrective measures to be taken as a result of significant occurrences
- notices of intent to establish nuclear facilities
- Commission hearing minutes and supporting documentation
- requests for temporary help
- proactive disclosure of senior management travel and hospitality expenses
- proactive disclosure of contract information
- Auditor General of Canada reports (pertaining to the CNSC)
- internal audits

Each directorate is responsible for maintaining and updating its own proactive publication data, with the responsible director general having ownership. However approval for regular updates may be delegated down to the director or team lead level. All proactive publications can be found on the relevant section of open.canada.ca. Over 90 percent of proactive publications are published within the legislated timeline. The CNSC does not have any institution-wide system or procedure in place for proactive publications, and they are handled at a directorate or divisional level by the data owners. Implementing some centralized tracking function to ensure compliance with legislated requirements is a future goal.

The CNSC also posts, via the Open Government portal, summaries of completed access-to-information requests processed by the ATIP Office.

5. Delegation of authority

The Governor in Council has delegated to the President of the CNSC the authority to exercise the powers, duties and functions in the AIA. In turn, the President has designated the Vice-President of the Corporate Services Branch, the Director General of the Information Management and Technology Directorate, the Director of the IT Operations and Service Delivery Division, and the Senior ATIP Advisor to exercise their powers, duties and functions with respect to the AIA.

See annex B for a copy of the instrument of delegation.

6. Monitoring compliance

For 2022–23, the CNSC achieved a compliance rating of approximately 85% for completed access-to-information requests closed within the legislated time frame. This compliance rate is consistent with the 86 % compliance rating achieved in 2021–22.

The ATIP Office makes regular monthly presentations at the CNSC’s Operations Management Committee meetings, to discuss and resolve any ATIP issues and to monitor the processing of requests, including timelines. These discussions are held once a month and include participants at the vice-president and director general levels from Operations branches. The CNSC does not conduct any other compliance monitoring activities.

7. Complaints and appeals to the Federal Court

During 2022–23, the Office of the Information Commissioner (OIC) received no complaints. One complaint from a previous reporting period was closed. Following an investigation, the OIC found the complaint to be well founded. The CNSC takes the issue of complaints seriously and works closely with the OIC to develop best practices and lessons-learned strategies.

As always, the CNSC will continue to work closely with the OIC to resolve the remaining ongoing complaints in a timely and efficient manner.

No appeals were made to the Federal Court of Canada during 2022–23.

Annex A

Statistical information



Statistical Report on the *Access to Information Act*

Name of institution: Canadian Nuclear Safety Commission

Reporting period: 2022-04-01 to 2023-03-31

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

1.1 Number of requests

		Number of Requests
Received during reporting period		147
Outstanding from previous reporting periods		28
• Outstanding from previous reporting period	24	
• Outstanding from more than one reporting period	4	
Total		175
Closed during reporting period		145
Carried over to next reporting period		30
• Carried over within legislated timeline	27	
• Carried over beyond legislated timeline	3	

1.2 Sources of requests

Source	Number of Requests
Media	13
Academia	6
Business (private sector)	24
Organization	64
Public	30
Decline to Identify	10
Total	147

1.3 Channels of requests

Source	Number of Requests
Online	147
E-mail	0
Mail	0
In person	0
Phone	0
Fax	0
Total	147

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	
• Outstanding from more than one reporting period	0	
Total		0
Closed during reporting period		0
Carried over to next reporting period		0

2.2 Channels of informal requests

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

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
0	0	0	0	0	0	0	0

2.4 Pages released informally

Less Than 100 Pages Released		100-500 Pages Released		501-1000 Pages Released		1001-5000 Pages Released		More Than 5000 Pages Released	
Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released	Number of Requests	Pages Released
0	0	0	0	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
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	6	6	2	0	0	0	0	14
Disclosed in part	1	17	8	19	1	6	10	62
All exempted	0	0	0	1	0	0	0	1
All excluded	0	0	0	0	0	0	0	0
No records exist	60	6	1	0	0	0	0	67
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	1	0	0	0	0	0	0	1
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	68	29	11	20	1	6	10	145

4.2 Exemptions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
13(1)(a)	8	16(2)	0	18(a)	4	20.1	3
13(1)(b)	14	16(2)(a)	0	18(b)	1	20.2	0
13(1)(c)	12	16(2)(b)	0	18(c)	0	20.4	3
13(1)(d)	0	16(2)(c)	15	18(d)	2	21(1)(a)	26
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	27
14	0	16.1(1)(a)	0	18.1(1)(b)	0	21(1)(c)	4
14(a)	3	16.1(1)(b)	0	18.1(1)(c)	0	21(1)(d)	3
14(b)	0	16.1(1)(c)	0	18.1(1)(d)	0	22	12
15(1)	0	16.1(1)(d)	0	19(1)	54	22.1(1)	12
15(1) - I.A.*	18	16.2(1)	0	20(1)(a)	2	23	19
15(1) - Def.*	18	16.3	0	20(1)(b)	22	23.1	0
15(1) - S.A.*	18	16.4(1)(a)	0	20(1)(b.1)	22	24(1)	1
16(1)(a)(i)	0	16.4(1)(b)	0	20(1)(c)	4	26	0
16(1)(a)(ii)	0	16.5	0	20(1)(d)	5		
16(1)(a)(iii)	0	16.6	0				
16(1)(b)	1	17	1				
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)	4	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)	1	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)	1	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	76	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
150094	68409	78

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	13	164	1	274	0	0	0	0	0	0
Disclosed in part	18	642	23	5248	2	1651	11	25425	8	116686
All exempted	1	4	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0	0	0
Request abandoned	1	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	33	810	24	5522	2	1651	11	25425	8	116686

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	1	1	0	2
Disclosed in part	46	2	17	65
All exempted	1	0	0	1
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	48	3	17	68

4.6 Closed requests

4.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	123
Percentage of requests closed within legislated timelines (%)	84.82758621

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
22	9	2	1	10

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	7	2	9
16 to 30 days	0	0	0
31 to 60 days	0	0	0
61 to 120 days	1	2	3
121 to 180 days	0	0	0
181 to 365 days	0	6	6
More than 365 days	2	2	4
Total	10	12	22

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	7	0	17	15
All exempted	0	0	1	0
All excluded	0	0	0	0
Request abandoned	0	0	0	0
No records exist	1	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0
Total	8	0	18	15

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	3	0	7	0
31 to 60 days	3	0	8	5
61 to 120 days	2	0	0	3
121 to 180 days	0	0	1	2
181 to 365 days	0	0	2	3
365 days or more	0	0	0	2
Total	8	0	18	15

Section 6: Fees

Fee Type	Fee Collected		Fee Waived		Fee Refunded	
	Number of Requests	Amount	Number of Requests	Amount	Number of Requests	Amount
Application	109	\$545.00	38	\$190.00	0	\$0.00
Other fees	0	\$0.00	0	\$0.00	0	\$0.00
Total	109	\$545.00	38	\$190.00	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	15	384	0	0
Outstanding from the previous reporting period	2	23	0	0
Total	17	407	0	0
Closed during the reporting period	16	407	0	0
Carried over within negotiated timelines	1	0	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	11	4	0	0	0	0	0	15
Disclose in part	0	1	0	0	0	0	0	1
Exempt entirely	0	0	0	0	0	0	0	0
Exclude entirely	0	0	0	0	0	0	0	0
Consult other institution	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total	11	5	0	0	0	0	0	16

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	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

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	1	1	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	1	1	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		\$189,830
Overtime		\$0
Goods and Services		\$5,147
• Professional services contracts	\$0	
• Other	\$5,147	
Total		\$194,977

11.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	1.980
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.000
Students	0.000
Total	1.980

Note: Enter values to three decimal places.



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

Name of institution: Canadian Nuclear Safety Commission

Reporting period: 2022-04-01 to 2023-03-31

Section 1: Capacity to Receive Requests under the *Access to Information Act* and the *Privacy Act*

Enter the number of weeks your institution was able to receive ATIP requests through the different channels.

	Number of Weeks
Able to receive requests by mail	52
Able to receive requests by email	52
Able to receive requests through the digital request service	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	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	0	0	52	52

Section 3: Open Requests and Complaints Under the *Access to Information Act*

3.1 Enter the number of open requests that are outstanding from previous reporting periods.

Fiscal Year Open Requests Were Received	Open Requests that are <i>Within</i> Legislated Timelines as of March 31, 2023	Open Requests that are <i>Beyond</i> Legislated Timelines as of March 31, 2023	Total
Received in 2022-2023	24	1	25
Received in 2021-2022	0	3	3

Received in 2020-2021	1	0	1
Received in 2019-2020	1	0	1
Received in 2018-2019	0	0	0
Received in 2017-2018	0	0	0
Received in 2016-2017	0	0	0
Received in 2015-2016	0	0	0
Received in 2014-2015	0	0	0
Received in 2013-2014 or earlier	0	0	0
Total	26	4	30

3.2 Enter the number of open complaints with the Information Commissioner of Canada that are outstanding from previous reporting periods.

Fiscal Year Open Complaints Were Received by Institution	Number of Open Complaints
Received in 2022-2023	0
Received in 2021-2022	3
Received in 2020-2021	1
Received in 2019-2020	0
Received in 2018-2019	0
Received in 2017-2018	0
Received in 2016-2017	0
Received in 2015-2016	0
Received in 2014-2015	0
Received in 2013-2014 or earlier	0
Total	4

Section 4: Open Requests and Complaints Under the Privacy Act

4.1 Enter the number of open requests that are outstanding from previous reporting periods.

Fiscal Year Open Requests Were Received	Open Requests that are <i>Within</i> Legislated Timelines as of March 31, 2023	Open Requests that are <i>Beyond</i> Legislated Timelines as of March 31, 2023	Total
Received in 2022-2023	0	0	0

Received in 2021-2022	0	0	0
Received in 2020-2021	0	0	0
Received in 2019-2020	0	0	0
Received in 2018-2019	0	0	0
Received in 2017-2018	0	0	0
Received in 2016-2017	0	0	0
Received in 2015-2016	0	0	0
Received in 2014-2015	0	0	0
Received in 2013-2014 or earlier	0	0	0
Total	0	0	0

4.2 Enter the number of open complaints with the Privacy Commissioner of Canada that are outstanding from previous reporting periods.

Fiscal Year Open Complaints Were Received by Institution	Number of Open Complaints
Received in 2022-2023	0
Received in 2021-2022	0
Received in 2020-2021	0
Received in 2019-2020	0
Received in 2018-2019	0
Received in 2017-2018	0
Received in 2016-2017	0
Received in 2015-2016	0
Received in 2014-2015	0
Received in 2013-2014 or earlier	0
Total	0

Section 5: Social Insurance Number

Has your institution begun a new collection or a new consistent use of the SIN in 2022-2023?	No
--	----

Section 6: Universal Access under the Privacy Act

How many requests were received from confirmed foreign nationals outside of Canada in 2022-2023?	0
--	---

Annex B

Delegation order

Access to Information Act and Privacy Act Delegation Order

Arrêté sur la délégation en vertu de la *Loi sur l'accès à l'information* et de la *Loi sur la protection des renseignements personnels*

The President of the Canadian Nuclear Safety Commission, pursuant to section 95(1) of the *Access to Information Act* and section 73 of the *Privacy Act*, hereby designates the persons holding the positions set out in the schedule hereto, or the persons occupying on an acting basis those positions, to exercise the powers, duties and functions of the President as the head of the Canadian Nuclear Safety Commission, under the provisions of the Act and related regulations set out in the schedule opposite each position. This designation replaces all previous delegation orders.

En vertu de l'article 95(1) de la *Loi sur l'accès à l'information* et de l'article 73 de la *Loi sur la protection des renseignements personnels*, la présidente à la Commission canadienne de sûreté nucléaire délègue aux titulaires des postes mentionnés à l'annexe ci-après, ainsi qu'aux personnes occupant à titre intérimaire lesdits postes, les attributions dont elle est, en qualité de responsable de la Commission canadienne de sûreté nucléaire, investie par les dispositions de la Loi ou de son règlement mentionnées en regard de chaque poste. Le présent document remplace et annule tout arrêté antérieur.

Schedule/Annexe

Position/Poste	Privacy Act and Regulations/Loi sur la protection des renseignements personnels et règlements	Access to Information Act and Regulations/Loi sur l'accès à l'information et règlements
Vice-President, Corporate Services Branch/Vice-président, Direction générale des services de gestion	Full authority/Autorité absolue	Full authority/Autorité absolue
Director General, Information Management and Technology Directorate/Directeur général, Direction de la gestion et de la technologie de l'information	Full authority/ Autorité absolue	Full authority/ Autorité absolue
Director, Information Management Division/Directeur, Division de la Gestion de l'information	Full authority/ Autorité absolue	Full authority/ Autorité absolue
Senior ATIP Advisor/Conseiller principal de l'AIPRP	Full authority/ Autorité absolue	Full authority/ Autorité absolue

Daté, en la ville d'Ottawa, ce 30^e jour d'avril 2021
Dated, at the city of Ottawa, this 30th day of April 2021

4/30/2021

X Rumina Velshi

Rumina Velshi
Présidente/President
Signed by: Velshi, Rumina

Commission canadienne de sûreté nucléaire
Canadian Nuclear Safety Commission