



BANK OF CANADA
BANQUE DU CANADA

Annual Report on the Administration of the *Access to Information Act*

Published: September 2023

For the reporting period of April 1, 2022 – March 31, 2023

Table of Contents

Introduction	1
Purpose of the <i>Access to Information Act</i>	1
About the Bank of Canada.....	1
Our Mandate	1
Administration of the <i>Access to Information Act</i>.....	1
Organizational Structure and Delegated Authority.....	1
Monitoring compliance.....	2
Statistics and trends in 2022–23	3
Workload.....	3
Timeliness	5
Disclosure.....	7
Severances	7
Requests for translation	9
Key issues or actions taken on complaints or audits.....	9
Parliamentary returns.....	10
Questions from the House of Commons and Senate	10
Motion for the production of papers.....	10
Access to information activities at the Bank.....	11
Information holdings.....	11
Proactive disclosure.....	11
Improving access to information.....	11
Enforcing the Act	12
Operational environment.....	13
Resource Constraints	13
COVID-19 impacts.....	13
Annex A: Delegation order	14
Annex B: 2022–23 Statistical Report on the <i>Access to Information Act</i>.....	16
Annex C: 2022–23 Supplemental Statistical Report on the <i>Access to Information Act</i> and the <i>Privacy Act</i>.....	30

Introduction

Purpose of the *Access to Information Act*

The *Access to Information Act* gives Canadian citizens, permanent residents and any person or corporation present in Canada a right to access corporate records of federal government institutions.

Access to information, including corporate information, is a quasi-constitutional right in Canada. The ATIP process is fundamental in supporting an open and democratic society because it enhances the accountability and transparency of federal institutions and enables public debate on the conduct of those institutions.

This report, prepared and tabled in accordance with Section 94 of the *Access to Information Act*, describes the Bank of Canada's access to information activities for 2022–23.

The Bank is not reporting on behalf of any wholly owned subsidiaries or non-operational institutions.

About the Bank of Canada

Our Mandate

The Bank of Canada is the nation's central bank. We were founded as Canada's central bank in 1934 and opened our doors in March 1935. In 1938, we became a Crown corporation belonging to the federal government. Our main role, as defined in the *Bank of Canada Act*, is "to promote the economic and financial welfare of Canada."

The Bank's main responsibilities include:

- conducting monetary policy to keep inflation low and stable
- promoting a safe, sound, and efficient financial system
- issuing currency
- managing the Government of Canada's public debt programs and foreign exchange reserves
- supervising payment service providers (as set out in the *Retail Payment Activities Act*)

For more information about these responsibilities, visit [the Bank of Canada's website](#).

As a federal government institution, the Bank remains accountable to the public and provides access to corporate information in compliance with the *Access to Information Act*.

Administration of the *Access to Information Act*

Organizational Structure and Delegated Authority

The Bank's Executive and Legal Services (ELS) Department is responsible for fulfilling the Bank's compliance obligations under the *Access to Information Act*, the *Privacy Act*, the *Public Servants Disclosure Protection Act* and other policies and procedures required by the federal government. The ATIP Office within ELS administers the Bank's access to information and privacy (ATIP) program.

The Governor of the Bank of Canada, as the head of the institution, is responsible for the Bank's administration of the ATIP program under section 70(2) of the Act. As authorized by section 95(1), the Governor delegates this authority to the Bank's:

- General Counsel & Corporate Secretary
- Deputy Corporate Secretary & Senior Director, Compliance (who serves as the ATIP Coordinator)
- ATIP Director

A copy of the Bank's Delegation Order is available in [Annex A](#).

The ATIP Office, under the guidance of the Corporate Secretary and Deputy Corporate Secretary, processes requests, provides training on access and privacy matters to Bank staff, and develops and implements policies and procedures to ensure that the Bank meets its obligations under the Acts. The ATIP Office also coordinates the Bank's response to parliamentary returns. In 2022–23, the ATIP Office was comprised of the ATIP Director, three Senior ATIP Specialists, four ATIP Analysts, one ATIP Assistant, and one Consultant. The ATIP Office is supported by a Senior Legal Counsel who provides advice on legal and compliance issues related to the administration of the Act and confirms if records contain Cabinet Confidences.

The Bank also has a network of contacts within each department who are responsible for retrieving relevant records and providing advice about the sensitivity of information within the records to the ATIP Office.

The *Access to Information Act* complements and does not replace existing procedures for access to government information, per subsection 2(3) of the Act. The Bank has other channels through which information is made available to the public. If the ATIP Office receives a formal request for information that is typically available through other channels, the ATIP Office will coordinate a response to the requester through these other channels, as required.

The ELS, Financial Services and Communication departments are also responsible for fulfilling the Bank's proactive disclosure requirements. More information on these processes can be found below ([Proactive Disclosure](#)).

The Bank does not provide any services related to access to information to any other institution per section 96 of the *Access to Information Act*.

Monitoring compliance

The ATIP Office holds weekly meetings to discuss and closely monitor all active files and keep senior staff, such as the ATIP Director, informed of operations. These meetings help the ATIP Office to better manage heavy workloads and improve response times to external requesters and internal clients.

In addition to these weekly team meetings, the Senior ATIP Specialists oversee different areas of work and support and train more junior staff in their daily responsibilities.

The ATIP Office briefs senior management and the Board of Directors on operational metrics, strategic priorities, and compliance with Bank policies, bi-annually, and annually on the overall administration of the ATIP program.

Statistics and trends in 2022–23

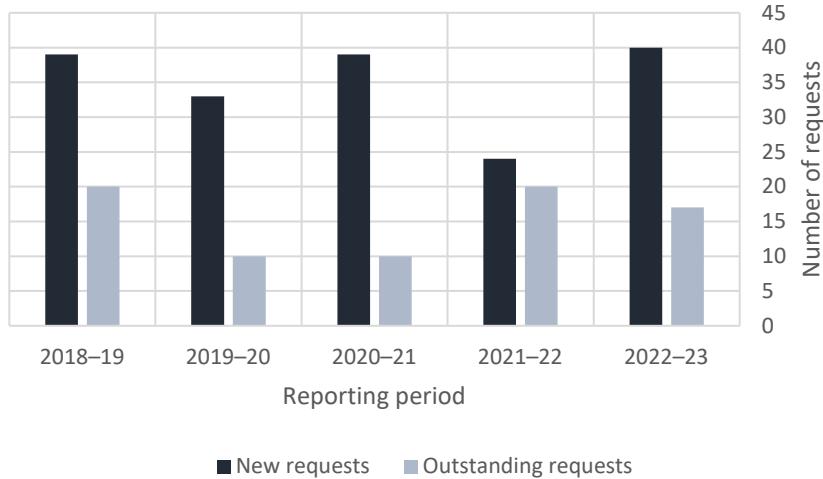
The following section sets out some statistical highlights from the Bank’s Statistical Report on the *Access to Information Act*, including notable trends about workload, timeliness, and disclosure. Copies of the statistical report and supplemental report are attached in [Annex B](#) and [Annex C](#).

Workload

Formal requests

The Bank received 40 new formal access requests in 2022–23 (**Chart 1**). This represents a 67% increase from the 24 requests received in 2021–22. The Bank also continued to process 17 requests that were outstanding from the previous reporting period, for a total workload of 57 formal requests (compared with 44 in 2021–22).

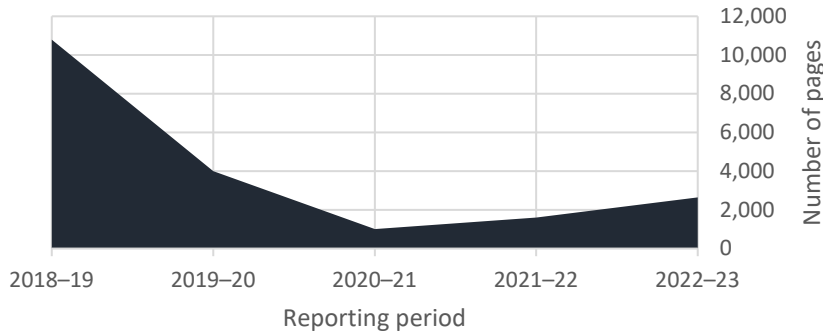
Chart 1: Formal request workload, 5-year trend



The Bank has seen a dramatic increase in requesters who decline to self-identify (35 compared with 12 in 2021–22). This is largely due to requests being submitted through less formal channels, such as email (23 requests compared with 5 in 2021–22), instead of mailing the official Treasury Board Secretariat request form to the Bank (17 requests received by mail, compared with 19 in 2021–22). The Bank also received 1 request from sources who identified as media, 1 from academia, and 3 from members of the public.

During the reporting period, 32 requests were completed, for a total output of 2,650 pages processed compared with 1,595 pages in 2021–22 (**Chart 2**). The remaining 25 requests were carried over to 2023–24.

Chart 2: Number of formal pages processed, 5-year trend



Informal requests

The Bank received 9 informal requests in 2022-23, 7 of which were received by e-mail, 2 by mail. Of these 9 requests, 4 were completed, for which 69 pages were released and 2,651 pages were re-released. The remaining 5 requests were carried over to 2023-24. These 5 requests are for copies of records that have yet to be released through the formal request process.

Consultations

The Bank received 33 new requests for consultation from other federal institutions, and 1 request from a non-federal institution, totalling 3,778 pages to review. This represents a 70% increase from the 20 requests received in 2021-22. The Bank also continued to process 9 consultations outstanding from the previous reporting period, accounting for an additional 3,287 pages to review. Combined, these 43 consultation requests made for a total workload of 7,065 pages to process, in addition to the Bank’s own formal request workload (representing a 68% increase in consultation pages to review, compared to the 4,199 pages in 2021-22) (Chart 3 and Chart 4).

Chart 3: Consultation request workload, 5-year trend

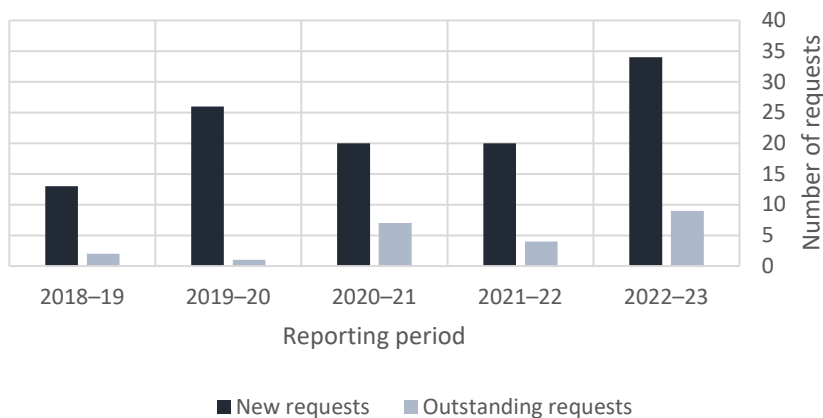
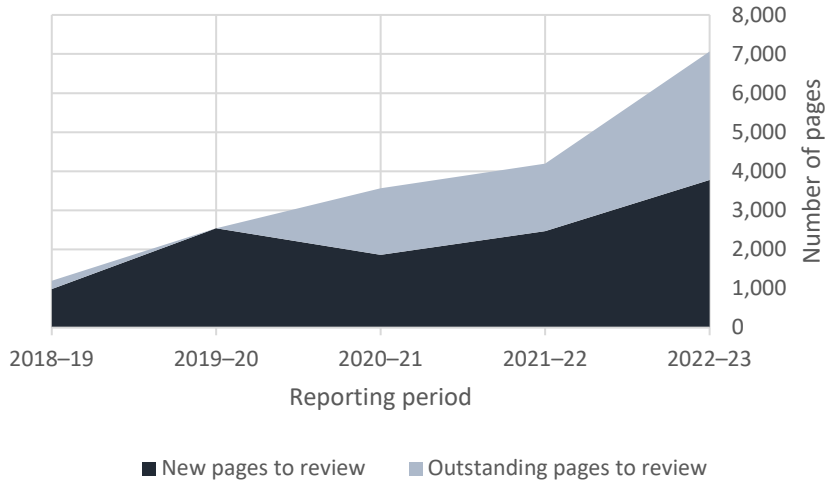


Chart 4: Number of pages to review, 5-year trend

The Bank completed 33 of these consultation requests totalling 2,880 pages in 2022-23. 10 consultation requests were carried over to the 2023-24 reporting period, with a total of 4,185 pages to review.

The Bank continues to receive a number of voluminous consultations from one government institution that are highly complex in nature, accounting for 33% of the total consultation workload and 81% of the total page volume workload in 2022-23. Of the 7 requests that were carried over beyond negotiated timelines, 6 are for these voluminous requests.

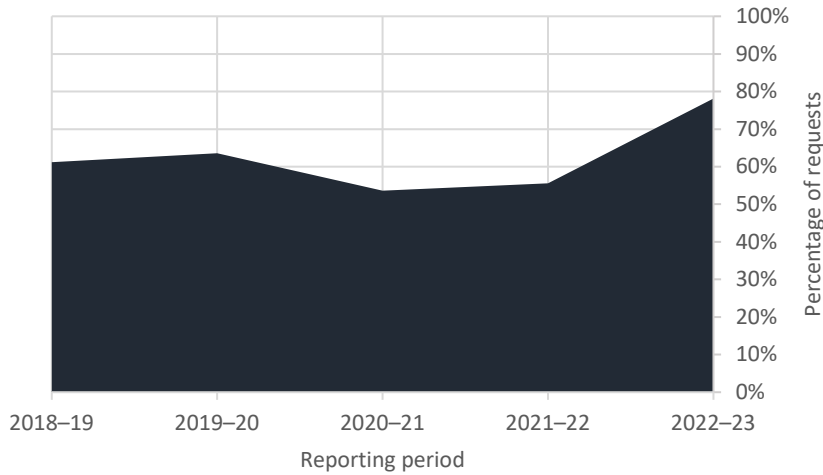
The Bank recommended a final disposition of full or partial disclosure for 91% of the completed consultation requests. The Bank also recommended full exclusion for 1 request. The 2 consultations with a final disposition of “other” include 1 request where the Bank mistakenly received a consultation intended for another department, and 1 where the formal request was abandoned at the consulting department.

Timeliness

Completion times

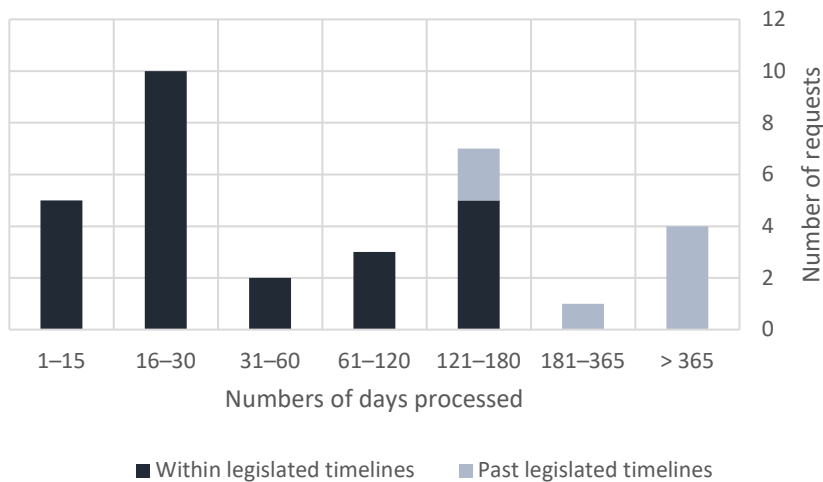
For formal access to information requests, institutions are required to respond to requesters within the legislated timelines. The target for responding to requesters is 30 days, however institutions may formally extend this deadline, if required. Of the 32 formal requests completed in 2022-23, 25 were closed within legislated timelines. This represents a 78% completion rate for on-time requests compared with 56% in 2021-22 (**Chart 5**).

Chart 5: Percentage of requests responded to within legislated timelines, 5-year trend



While most requests took fewer than 150 days to process and were completed on time, 7 requests were completed past the legislated timelines (**Chart 6**).

Chart 6: Number of days to process requests, 1-year trend



Requests that are completed past the legislated timelines are typically more complex. They may have a broad scope, involve a large volume of records to triage and review for relevancy, include a high number of relevant records to treat for sensitivities, require numerous internal and external consultations or have similar sensitive information interwoven across records within the same request or across multiple requests that must be treated consistently.

Of the requests completed in 2022-23, 2 involved consultation complexities, 1 involved legal complexities, and 9 involved other complexities. An additional 14 requests, or 44% of those completed, were either considered abandoned or it was determined that no records exist. Although these requests may not have yielded any records, a great deal of administrative work is still involved in processing the requests, including conducting a complete and thorough search for records across the Bank.

ATIP staff endeavour to respect deadlines and routinely keep requesters informed of the status of their requests. Information about active requests carried over to 2023-24 within and beyond legislated timelines can be found in section 3.1 of the supplemental statistical report ([Annex C](#)).

Extensions

If significant delays are anticipated when processing a request, institutions may formally extend the legislated timeline. In 2022–23, the Bank took 23 extensions on the 32 completed requests. Of the extensions taken:

- 15 were because meeting the original time limit of 30 days would unreasonably interfere with the institution's operations
- 6 involved consultations with other federal institutions
- 2 involved consultations with third parties

The ATIP Office limits inter-institutional consultation to when required for the proper exercise of discretion or when there is an intention to disclose. The ATIP Office makes every effort to ensure that extensions taken are for a reasonable amount of time and notifies the Office of the Information Commissioner of Canada of all extensions exceeding 30 days.

Disclosure

In the spirit of the Act, the Bank seeks to release as much information as possible, withholding only what is permitted by law. Of the 32 requests completed in 2022–23, 9% were fully disclosed, 41% were disclosed in part, and 6% were exempted in their entirety. 44% of requests did not result in the release of records as they were either abandoned or it was determined that no records exist.

Of the 2,650 pages processed in 2022–23, 68% were either fully disclosed or disclosed in part. All records were provided to requesters in electronic format.

No audio or video records were processed for the requests completed this reporting period.

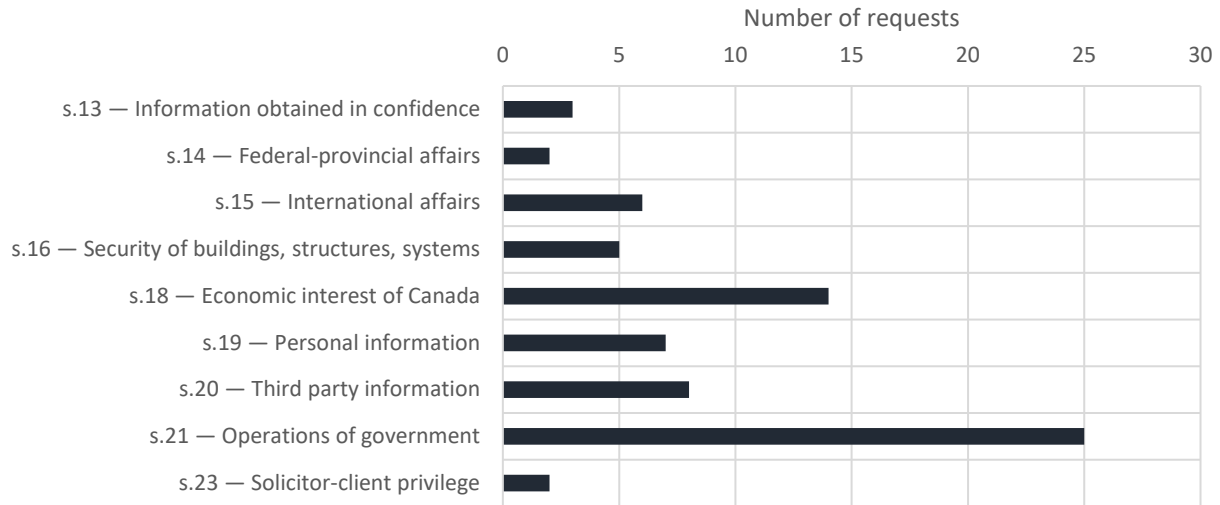
Severances

Exemptions

Responsive records may contain information that is subject to the limited and specific legal protections outlined in the *Access to Information Act*. In 2022–23, the Bank invoked 17 different exemptions under 9

sections of the Act to sever information in the 15 requests that were either disclosed in part or exempted in their entirety (**Chart 7**).

Chart 7: Exemptions invoked



Exemptions under sections 18 and 21 are some of the most common sections invoked, due to the Bank's role in the protection of the economic and financial interests of Canadians.

Exemptions under sections 13, 14, and 15 are also commonly invoked by the Bank. The records in these requests typically contain details of confidential meetings, consultations and deliberations, or ongoing work with other levels of government or stakeholders from the private sector with whom the Bank has a working relationship.

Exclusions

Responsive records may also contain information to which the *Access to Information Act* does not apply, such as published material or Confidences of the Privy Council for Canada (cabinet confidences). Institutions do not have to release this type of information because the Act considers these records to be excluded material.

In 2022–23, the Bank invoked 3 exclusions for 2 of the 32 completed requests, 1 of which contained cabinet confidences (section 69), the other of which contained published material (section 68).

Requests for translation

Individuals submitting requests under the *Access to Information Act* may request to have responsive records translated to either of Canada's official languages. The Bank did not receive or process any requests for translation in 2022-23.

Key issues or actions taken on complaints or audits

Complaint Investigations

The Bank received 3 formal notices of complaint under section 32 of the *Access to Information Act* in 2022–23. This represents a 50% decrease from the 6 formal notices received in 2021–22. The Bank also continued to process 8 complaints that remained open from previous reporting periods, 2 of which dated back to 2016 and had been awaiting action from the Office of the Information Commissioner (OIC).

During this reporting period, the ATIP Office provided background information, contextual information, and documentation for the 3 new complaints to the OIC to support its preliminary investigations.

The ATIP Office also made formal representations under section 35 of the Act for 2 outstanding complaints from the previous reporting period involving 30 pages of rationale analysis.

Reports of findings

Of the 11 total complaints ongoing in 2022–23, the OIC ceased to investigate 4 complaints per subsection 30(5) of the Act as they were discontinued by the complainants. All 4 complaints were related to improperly applied exemptions, 2 of which were for files dating back to 2016.

The Bank also received 4 final reports of findings per subsection 37(2) of the Act after providing the OIC with formal representations in both the current and previous reporting periods. Of these complaints, 3 related to the application of exemptions. These 3 complaints were resolved and deemed not well-founded by the OIC. The OIC deemed 1 complaint well-founded as the Bank had exceeded the legislated timeline in responding to the requester. The OIC did not issue any formal recommendations or formal orders to the Bank in 2022–23.

The Bank had 3 complaints outstanding at the end of the reporting period. Information about active complaints carried over to 2023-24 can be found in section 3.2 of the supplemental statistical report ([Annex C](#)).

Audits

No audits of the ATIP Office were conducted or completed in 2022-23.

Parliamentary returns

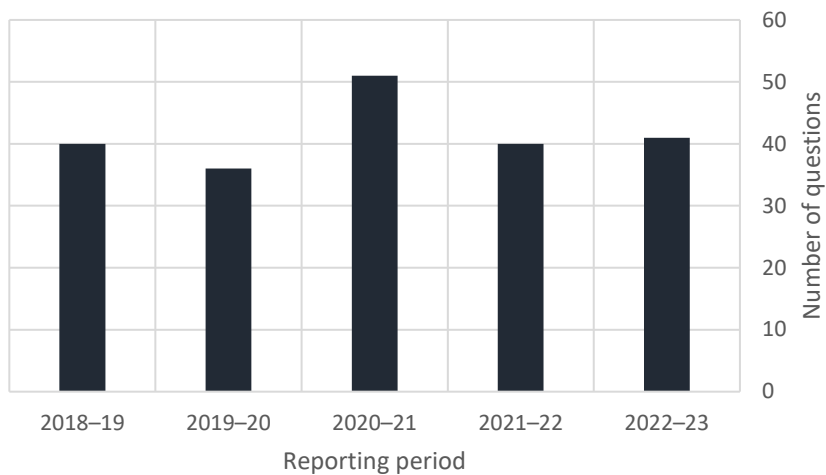
The ATIP Office is also responsible for coordinating the Bank's responses to requests for information from the House of Commons and Senate, known as parliamentary returns. Providing this information represents a significant part of the annual workload for the ATIP Office.

Questions from the House of Commons and Senate

Parliamentary questions are written or spoken questions from parliamentarians seeking information from departments, Crown corporations or agencies and other federal institutions about federal activities. Institutions generally have about 2 weeks in the larger 45-day process to provide their written response to the relevant coordinating departments.

The Bank received and responded to 41 questions in 2022–23, compared with 40 questions in 2021–22 (**Chart 8**).

Chart 8: Questions received from the House of Commons and Senate, 5-year trend



Motion for the production of papers

Notices of motions for the production of papers resemble written questions in that they are requests for information from the government. If adopted, these motions become a formal Order or Address to provide certain papers to the House of Commons.

In 2022-23, the Bank received and responded to 1 parliamentary motion for the productions of papers.

Access to information activities at the Bank

Information holdings

To assist individuals with making an access to information request, the Bank publishes an inventory of its information holdings on its website. This public inventory, known as *Info Source*, describes the Bank's functions, programs and activities, and their related classes of records and personal information banks.

Classes of records, in particular, detail the types of records and information created, captured and maintained in the course of Bank business that are accessible under the *Access to Information Act*.

No major changes were made to business record descriptions in 2022-23.

Proactive disclosure

In the spirit of strengthening transparency and accountability across the public sector, and in accordance with the Act, the Bank proactively discloses the following information on its website:

- [information on travel and hospitality expenditures](#)
- [copies of reports tabled in Parliament](#)

The Bank also publishes information about [contracts valued over \\$100,000](#) on its website.

Relevant departments retrieve information for proactive publication from Bank repositories and then check the accuracy of this information. Departments work with the Communications Department for review and posting, as required.

In 2022–23, all documents and reports that the Bank must proactively disclose (100%) were published within legislated timelines.

Improving access to information

The Bank is committed to making corporate information available to the public, including through the access to information and privacy program. The ATIP Office strives to make the delivery of access-to-information services as seamless as possible and regularly reviews processes for improvements. Currently, the office is undertaking a multi-year initiative to modernize its case management system to improve efficiencies in the processing of requests and to enable better access for the public.

The Bank is also committed to fostering Indigenous inclusion, recognizing its responsibility to advance the objectives of economic reconciliation as recommended by the Truth and Reconciliation Commission. To make access to information more inclusive and facilitate culturally appropriate services for Indigenous requesters, staff are encouraged to take the Bank's Indigenous cultural awareness training.

The ATIP Office also closely monitors trends in incoming access to information requests to identify types of information that are frequently requested and assesses the feasibility of making that information available by other means.

Enforcing the Act

Code of Business Conduct and Ethics

The Bank is committed to upholding the highest standards of personal and professional conduct. Annually, the Bank requires its employees to acknowledge their awareness of, and compliance with, the Code of Business Conduct and Ethics. Within the Code, the Bank recognizes and accepts its responsibility to provide any individual or corporation present in Canada a right of access to information contained in records under the Bank's control. Staff are reminded of their responsibilities regarding the management of corporate information and are required to acknowledge their responsibilities and obligations under the Act as part of this annual exercise.

Training bank staff

As employees of a federal institution, all Bank staff are responsible for upholding the principles of the Act and all staff need to be prepared to support the fulfillment of access to information requests in the course of their daily business. To promote awareness of their roles and responsibilities, all staff receive mandatory ATIP training through a virtual learning module as part of the Bank's onboarding process. In 2022-23, 658 employees completed the ATIP awareness module.

The ATIP Office also offers ad hoc virtual and in-person training and awareness sessions to Bank staff. These sessions focus on the administration of the *Access to Information Act*, as well as best practices for managing corporate information. Staff can also request targeted sessions or more intensive workshops on any topic related to access to information. In 2022-23, the ATIP Office delivered 13 sessions to 108 participants across Bank departments (compared with 15 sessions to 113 participants in 2021-22).

Monitoring legislative changes

The ATIP Office proactively monitors a variety of information networks for any coming changes to legislation that might impact the Bank. This proactive approach allows the Bank to plan effectively and implement any necessary structural or operational changes in a timely manner to ensure the Bank's compliance.

Providing policy advice

As access to information experts for the institution, the ATIP Office has a responsibility to ensure that access considerations are factored into decision-making processes at the Bank.

In 2022-23, the ATIP Office participated in various internal governance committees, providing ongoing input and timely feedback to key stakeholders about the Bank's information and data management policies and practices. This includes major Bank initiatives such as supervising retail payment service providers and researching a potential central bank digital currency.

The ATIP Office also worked with key stakeholders to establish and communicate appropriate retention standards across various collaboration tools with external stakeholders, with reminders that information recorded in the collaboration tools is accessible in response to ATIP requests.

The ATIP Office continues to educate Bank staff about risk ownership, especially for data owners and stewards, and their responsibilities to adhere to the principles of the *Access to Information Act* in the course of their daily business.

Operational environment

Resource Constraints

In 2022-23, the Bank continued to process a high volume of Access to Information and Privacy (ATIP) requests, as well as a high volume of internal requests for policy advice. Formal request processing delays are attributed in large part to this significant workload on the part of both the ATIP team and other Bank staff who support the administration of the Acts.

The ATIP Office is currently dedicating more resources and time in new and more targeted ways to support the Bank's innovative data initiatives and assess privacy risks, while also trying to balance its responsibilities to respond to public information requests. This resource shift is reflected in section 11 of the Statistical Report on the *Access to Information Act* and section 12 of the Statistical Report on the *Privacy Act*, respectively.

The ATIP Office made efforts to increase resource capacity in 2022-23 by adding 2 project-related full-time positions to its roster, however these positions were only filled after the 2022-2023 reporting period and will be reflected in 2023-24.

COVID-19 impacts

The ATIP office has fully adjusted to new ways of working due to the COVID-19 pandemic and has no significant impacts to report.

Annex A: Delegation order



June 3, 2020

To: Jeremy Farr
 General Counsel & Corporate Secretary

From: Tiff Macklem
 Governor

Lesley Ryan
 Deputy Corporate Secretary and Senior Director, Compliance
 Access to Information and Privacy Coordinator

Subject: Delegation of Authority under the *Access to Information Act* and the *Privacy Act*

The Governor of the Bank of Canada, pursuant to section 73(1) of the *Privacy Act* and section 95(1) of the *Access to Information Act*, hereby designates the persons holding the positions set out on the schedule hereto, or the persons occupying on an acting basis those positions, to exercise the powers and functions of the Governor as the head of a government institution, under the section of the *Act* set out in the schedule opposite each position.

Schedule

Position	<i>Privacy Act</i> and regulations	<i>Access to Information Act</i> and regulations
General counsel & corporate secretary	Full authority	Full authority
Deputy corporate secretary and senior director, compliance/ Access to information and privacy coordinator	Full authority	Full authority
Director ATIP	15, and mandatory provisions of 26 for all records*	8(1), 9(1) and (2), 11(2), and the mandatory provisions of 19(1) for all records*

(Governor Tiff Macklem)

(Date)

*refer to attached 'Table of Specific Delegation'

Table of Specific Delegation*Responsibility Delegated to Director ATIP — *Privacy Act*

Sections	Description	Position
15	Extend time limit for responding to request for access	Director ATIP
26	May refuse to disclose information about another individual, and shall refuse to disclose such information where disclosure is prohibited under section 8	Director ATIP

*Responsibility Delegated to Director ATIP — *Access to Information Act*

Sections	Description	Position
8(1)	Transfer of request	Director ATIP
9(1) and (2)	Extensions of time limits	Director ATIP
11(2)	Fees	Director ATIP
19(1)	Personal information	Director ATIP

Reference***Extracts of the Privacy Act (R.S.C., 1985, c. P-21)*****Delegation by head of government institution**

73 (1) The head of a government institution may, by order, delegate any of their powers, duties or functions under this Act to one or more officers or employees of that institution.

Extracts of the Access to Information Act (R.S.C., 1985, c. A-1)**Delegation by head of government institution**

95 (1) The head of a government institution may, by order, delegate any of their powers, duties or functions under this Act to one or more officers or employees of that institution.

Annex B: 2022–23 Statistical Report on the *Access to Information Act*

Name of institution:	Bank of Canada
Reporting period:	01/04/2022 to 31/03/2023

Section 1: Requests Under the *Access to Information Act***1.1 Number of requests**

		Number of Requests
Received during reporting period		40
Outstanding from previous reporting periods		17
• Outstanding from previous reporting period	10	
• Outstanding from more than one reporting period	7	
Total		57
Closed during reporting period		32
Carried over to next reporting period		25
• Carried over within legislated timeline	14	
• Carried over beyond legislated timeline	11	

1.2 Sources of requests

Source	Number of Requests
Media	1
Academia	1
Business (private sector)	0
Organization	0
Public	3
Decline to Identify	35
Total	40

1.3 Channels of requests

Source	Number of Requests
Online	0
E-mail	23
Mail	17
In person	0
Phone	0
Fax	0
Total	40

Section 2: Informal Requests

2.1 Number of informal requests

		Number of Requests
Received during reporting period		9
Outstanding from previous reporting periods		0
Outstanding from previous reporting period	0	
Outstanding from more than one reporting period	0	
Total		9
Closed during reporting period		4
Carried over to next reporting period		5

2.2 Channels of informal requests

Source	Number of Requests
Online	0
E-mail	7
Mail	2
In person	0
Phone	0
Fax	0
Total	9

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
1	2	1	0	0	0	0	4

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
1	69	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	1	353	0	0	2	2298	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	3	0	0	0	0	3
Disclosed in part	0	0	0	1	7	1	4	13
All exempted	0	1	0	1	0	0	0	2
All excluded	0	0	0	0	0	0	0	0
No records exist	0	8	0	0	0	0	0	8
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	5	1	0	0	0	0	0	6
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Decline to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0
Total	5	10	3	2	7	1	4	32

4.2 Exemptions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
13(1)(a)	1	16(2)	0	18(a)	3	20.1	0
13(1)(b)	2	16(2)(a)	0	18(b)	2	20.2	0
13(1)(c)	0	16(2)(b)	0	18(c)	4	20.4	0
13(1)(d)	0	16(2)(c)	5	18(d)	5	21(1)(a)	10
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	13
14	0	16.1(1)(a)	0	18.1(1)(b)	0	21(1)(c)	2
14(a)	1	16.1(1)(b)	0	18.1(1)(c)	0	21(1)(d)	0
14(b)	1	16.1(1)(c)	0	18.1(1)(d)	0	22	0
15(1)	0	16.1(1)(d)	0	19(1)	7	22.1(1)	0
15(1) – I.A.*	6	16.2(1)	0	20(1)(a)	0	23	2

15(1) – Def.*	0	16.3	0	20(1)(b)	4	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)	4	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)	2	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)	1
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	16	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
2,650	1,809	24

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	3	3	0	0	0	0	0	0	0	0
Disclosed in part	8	247	3	620	2	1653	0	0	0	0
All exempted	1	1	1	126	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0	0	0
Request abandoned	6	0	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0	0	0
Decline to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0	0	0
Total	18	251	4	746	2	1653	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

4.5.7 Other complexities

Disposition	Consultation Required	Legal Advice Sought	Other	Total
All disclosed	0	0	0	0
Disclosed in part	2	0	8	10
All exempted	0	1	1	2
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	2	1	9	12

4.6 Closed requests

4.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	25
Percentage of requests closed within legislated timelines (%)	78.125

4.7 Deemed refusals

4.7.1 Reasons for not meeting legislated timelines

Number of requests closed past legislated timelines	Principal Reason			
	Interference with operations / Workload	External Consultation	Internal Consultation	Other
7	4	1	1	1

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	1	1
31 to 60 days	0	0	0
61 to 120 days	0	2	2
121 to 180 days	0	0	0
181 to 365 days	0	1	1
More than 365 days	0	3	3
Total	0	7	7

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	3	0	0	0
Disclosed in part	11	1	5	2
All exempted	1	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	15	1	5	2
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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	5	0	1	2
31 to 60 days	4	1	4	0
61 to 120 days	6	0	0	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	15	1	5	2

Section 6: Fees

Fee Type	Fee Collected		Fee Waived		Fee Refunded	
	Number of Requests	Amount	Number of Requests	Amount	Number of Requests	Amount
Application	32	\$160.00	0	\$0.00	1	\$5.00
Other fees	0	\$0.00	0	\$0.00	0	\$0.00
Total	32	\$160.00	0	\$0.00	1	\$5.00

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	Numbers of Pages to Review	Other Organizations	Number of Pages to Review
Received during the reporting period	33	3700	1	78
Outstanding from the previous reporting period	9	3287	0	0
Total	42	6987	1	78

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
3	4	2

9.2 Investigations and Reports of finding

Section 37(1) Initial Reports			Section 37(2) Final Reports		
Received	Containing recommendations issues 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	4	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	\$683,518
Overtime	\$0
Goods and Services	\$13,276
<ul style="list-style-type: none"> Professional service contracts 	\$9,911

• Other	\$3,365	
Total		\$696,794

11.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	7.730
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.153
Students	0.000
Total	7.883

Annex C: 2022–23 Supplemental Statistical Report on the *Access to Information Act* and the *Privacy Act*

Name of institution:	Bank of Canada
Reporting period:	2022-04-01 to 2023-03-31

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

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

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

Section 2: Capacity to Process Records under the *Access to Information Act* and the *Privacy Act*

2.1 Enter the number of weeks your institution was able to process paper records in different classification levels.

	No Capacity	Partial Capacity	Full Capacity	Total
Unclassified Paper records	0	0	52	52
Protected B Paper records	0	0	52	52
Secret and Top Secret paper records	0	0	52	52

2.2 Enter the number of weeks your institution was able to process electronic records in different classification levels.

	No Capacity	Partial Capacity	Full Capacity	Total
Unclassified Electronic Records	0	0	52	52
Protected B Electronic Records	0	0	52	52
Secret and Top Secret Electronic Records	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	14	3	17
Received in 2021-2022	0	5	5
Received in 2020-2021	0	2	2
Received in 2019-2020	0	1	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	14	11	25

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	1
Received in 2021-2022	0
Received in 2020-2021	2
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	3

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	1	0	1
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	1	0	1

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	1
Received in 2019-2020	1
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	2

Section 5: Social Insurance Number

Has your institution begun a new collection or a new consistent use of the SIN in 2022-2023?	No
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Section 6: Universal Access under *the Privacy Act*

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