Annual Reports on the Administration of the Access to Information and Privacy Acts

National Arts Centre
2013-2014
National Arts Centre

Annual Report on the Administration of the
Access to Information Act

2013-2014

1. Introduction

The National Arts Centre (NAC) is pleased to provide its fifth annual report on the administration of the Access to Information Act (ATIA) for the fiscal year 2013-2014, as required by section 72 of the Act.

The ATIA is based on the following principles:

- government information should be made available to Canadians and permanent residents of Canada;
- exceptions to the right of access should be limited and specific, and;
- decisions on the disclosure of government information should be reviewed independently of government.

2. Mandate

The National Arts Centre Corporation was established in 1966 pursuant to the National Arts Centre Act and began operating the Centre in 1969. The NAC reports to Parliament through the Minister of Canadian Heritage and Official Languages.

The NAC is a federal cultural organization dedicated primarily to developing and showcasing the performing arts in the National Capital Region and across Canada. It is a multidisciplinary performing arts centre that features classical music, dance, English and French language theatre, regional programming, special events and variety shows. The NAC takes part in co-productions with other organizations throughout the country, hosts festivals, and, through its new technologies and international tours, reaches out to audiences across Canada and around the world. It is at the forefront of youth and educational activities, supporting programmes for young and emerging artists and programmes for young audiences and producing resources and study materials for teachers.
In furtherance of its objectives to operate and maintain the Centre, the Corporation may arrange for and sponsor performing arts activities at the centre; encourage and assist in the development of performing arts companies resident at the Centre; arrange for or sponsor radio and television broadcasts and the screening of films in the Centre; provide accommodation at the Centre, on such terms and conditions as the Corporation may fix, for national and local organizations whose objectives include the development and encouragement of the performing arts in Canada; and, at the request of the Government of Canada or the Canada Council for the Arts, arrange for performances elsewhere in Canada by performing arts companies, whether resident or non-resident in Canada, and arrange for performances outside Canada by performing arts companies resident in Canada.

The Corporation is deemed, under Section 15 of the National Arts Centre Act, to be a registered charity within the meaning of that expression in the Income Tax Act.

3. Institution and Delegation Order

The NAC is presided by a Board of Trustees consisting of eight members from across Canada who are appointed by the Governor in Council and two ex-officio members. It has the authority to appoint a President of the Centre, who is Chief Executive Officer, responsible for the operation and administration of the Corporation and its Centre.

The NAC’s Access to Information and Privacy (ATIP) Office consists of one ATIP Coordinator on a contract basis.

Pursuant to Section 73 of the ATIA, delegated authority has been designated to the person holding the position of ATIP Coordinator, to exercise or perform all powers, duties and functions of the CEO and President under the Act insofar as they may be exercised or performed in relation to the NAC.

4. Summary of the NAC’s access to information activities during the fiscal year 2013-2014

The NAC received six access to information requests. Two requests were completed during this fiscal year and four were carried forward.

The statistical report for the period April 1, 2013 to March 31, 2014 is appended.
**Interpretation of the statistical report**

During this fiscal period, all requests processed by the NAC were from the media.

**Disposition of the requests**

Of the two access to information requests completed during this reporting period, information was disclosed in part for one request and information all exempted for the other. One of the requests was processed and completed within the 30 day statutory limit, while the other required an extension due to a delay needed to compile the requested records.

**5. Education and Training**

No access to information-related training took place during the 2013-2014 fiscal period.

**6. Administration of the Access to Information Act**

There were no events of note affecting the Office of the NAC ATIP Coordinator in the last year.

**7. Complaints, Investigations and Reviews to the Federal Court**

No complaints were lodged with the Office of the Information Commissioner of Canada during this fiscal period. There are currently no outstanding complaints from previous years. There were no appeals or reviews made to the Federal Court for the 2013-2014 fiscal year.

June 2014
Statistical Report on the Access to Information Act

Name of institution: National Arts Centre

Reporting period: 2013-04-01 to 2014-03-31

1.1 Number of Requests

<table>
<thead>
<tr>
<th>Number of Requests</th>
<th></th>
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<tr>
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<td>6</td>
</tr>
<tr>
<td>Outstanding from previous reporting period</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>6</strong></td>
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<tr>
<td>Closed during reporting period</td>
<td>2</td>
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<tr>
<td>Carried over to next reporting period</td>
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1.2 Sources of requests

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<td>Media</td>
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<td>Academia</td>
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<td>Business (Private Sector)</td>
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<td>Organization</td>
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<td><strong>Total</strong></td>
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2.1 Disposition and completion time

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<tr>
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<th>Completion Time</th>
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<tr>
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<td>16 to 30 days</td>
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<td></td>
<td>31 to 60 days</td>
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<tr>
<td></td>
<td>61 to 120 days</td>
</tr>
<tr>
<td></td>
<td>121 to 100 days</td>
</tr>
<tr>
<td></td>
<td>181 to 365 days</td>
</tr>
<tr>
<td></td>
<td>More than 365 days</td>
</tr>
<tr>
<td>All disclosed</td>
<td>0</td>
</tr>
<tr>
<td>Disclosed in part</td>
<td>0</td>
</tr>
<tr>
<td>All exempted</td>
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<tr>
<td>All excluded</td>
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<td>Request abandoned</td>
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2.5.2 Relevant pages processed and disclosed by size of requests

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<th>Disposition</th>
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<th>101-500 pages processed</th>
<th>501-1000 pages processed</th>
<th>1001-5000 pages processed</th>
<th>More than 5000 pages processed</th>
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</thead>
<tbody>
<tr>
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<td>Pages disclosed</td>
<td>Number of requests</td>
<td>Pages disclosed</td>
<td>Number of requests</td>
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<tr>
<td>Disclosed in part</td>
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<td>6</td>
<td>0</td>
<td>0</td>
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</tr>
<tr>
<td>All exempted</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
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2.5.3 Other complexities

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<th>Consultation required</th>
<th>Assessment of fees</th>
<th>Legal advice sought</th>
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<th>Total</th>
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<td>0</td>
<td>0</td>
</tr>
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</tr>
<tr>
<td>All exempted</td>
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2.6 Deemed refusals

2.6.1 Reasons for not meeting statutory deadline

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<thead>
<tr>
<th>Number of requests closed past the statutory deadline</th>
<th>Workload</th>
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2.6.2 Number of days past deadline

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<tr>
<th>Number of days past deadline</th>
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<th>Number of requests past deadline where an extension was taken</th>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>16 to 30 days</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>31 to 60 days</td>
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<td>0</td>
</tr>
<tr>
<td>121 to 180 days</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>181 to 365 days</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>More than 365 days</td>
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<tr>
<td>Total</td>
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3
### 5.1 Consultations received from other government institutions and organizations

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<thead>
<tr>
<th>Consultations</th>
<th>Other government institutions</th>
<th>Number of pages to review</th>
<th>Other organizations</th>
<th>Number of pages to review</th>
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<tr>
<td>Received during reporting period</td>
<td>9</td>
<td>350</td>
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<tr>
<td>Outstanding from the previous reporting period</td>
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<tr>
<td><strong>Total</strong></td>
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<td><strong>350</strong></td>
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<td>Closed during the reporting period</td>
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<tr>
<td>Pending at the end of the reporting period</td>
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### 5.2 Recommendations and completion time for consultations received from other government institutions

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<thead>
<tr>
<th>Recommendation</th>
<th>1 to 15 days</th>
<th>16 to 30 days</th>
<th>31 to 60 days</th>
<th>61 to 120 days</th>
<th>121 to 180 days</th>
<th>181 to 365 days</th>
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<td>0</td>
</tr>
<tr>
<td>Exempt entirely</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>Exclude entirely</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
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### 7.2 Human Resources

<table>
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<tr>
<th>Resources</th>
<th>Dedicated full-time to ATI activities</th>
<th>Dedicated part-time to ATI activities</th>
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<tr>
<td>Full-time employees</td>
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<tr>
<td>Part-time and casual employees</td>
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<td>0.00</td>
</tr>
<tr>
<td>Regional staff</td>
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<td>0.00</td>
<td>0.00</td>
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<tr>
<td>Consultants and agency personnel</td>
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<td>0.17</td>
</tr>
<tr>
<td>Students</td>
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Appendix A

Previously released ATI package released informally

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<tr>
<th>Institution</th>
<th>Number of informal releases of previously released ATI packages</th>
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<td>National Arts Centre</td>
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Completed Privacy Impact Assessments (PIAs)

<table>
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<tr>
<th>Institution</th>
<th>Number of Completed PIAs</th>
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Completion Time of Consultations on Cabinet Confidences under the ATIA - Requests with Legal Services

<table>
<thead>
<tr>
<th>Number of Days</th>
<th>Fewer Than 100 Pages Processed</th>
<th>101–500 Pages Processed</th>
<th>501–1,000 Pages Processed</th>
<th>1,001–5,000 Pages Processed</th>
<th>More Than 5,000 Pages Processed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Number of Requests</td>
<td>Pages Disclosed</td>
<td>Number of Requests</td>
<td>Pages Disclosed</td>
<td>Number of Requests</td>
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<tr>
<td>121 to 180</td>
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</tr>
<tr>
<td>181 to 365</td>
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<td>0</td>
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<tr>
<td>More than 365</td>
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Completion Time of Consultations on Cabinet Confidences under the ATIA - Requests with Privy Council Office

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<th>1,001–5,000 Pages Processed</th>
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<td>Pages Disclosed</td>
<td>Number of Requests</td>
</tr>
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Completion Time of Consultations on Cabinet Confidences under the PA - Requests with Legal Services
<table>
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</tbody>
</table>

**Completion Time of Consultations on Cabinet Confidences under the PA - Requests with Privy Council Office**

<table>
<thead>
<tr>
<th>Number of Days</th>
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<th>101–500 Pages Processed</th>
<th>501–1,000 Pages Processed</th>
<th>1,001–5,000 Pages Processed</th>
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</thead>
<tbody>
<tr>
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<td>Pages Disclosed</td>
<td>Number of Requests</td>
<td>Pages Disclosed</td>
<td>Number of Requests</td>
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<td>1 to 15</td>
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<td>0</td>
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</tr>
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<td>16 to 30</td>
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<td>31 to 60</td>
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<td>61 to 120</td>
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<td>121 to 180</td>
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<td>181 to 365</td>
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</tr>
</tbody>
</table>
National Arts Centre

Annual Report on the Administration of the
Privacy Act

2013-2014

1. Introduction

The National Arts Centre (NAC) is pleased to provide its annual report on the administration of the Privacy Act for the fiscal year 2013-2014, as required by section 72 of the Act.

The Privacy Act protects the privacy of individuals with respect to personal information about themselves held by the NAC. The Act recognizes that the right to privacy entails the right to control the use and disclosure of information about oneself.

2. Mandate

The National Arts Centre Corporation was established in 1966 pursuant to the National Arts Centre Act and began operating the Centre in 1969. The NAC reports to Parliament through the Minister of Canadian Heritage and Official Languages.

The NAC is a federal cultural organization dedicated primarily to developing and showcasing the performing arts in the National Capital Region and across Canada. The NAC is a multidisciplinary performing arts centre that features classical music, dance, English and French language theatre, regional programming, special events and variety shows. The NAC takes part in co-productions with other organizations throughout the country, hosts festivals, and, through its new technologies and international tours, reaches out to audiences across Canada and around the world. It is at the forefront of youth and educational activities, supporting programmes for young and emerging artists and programmes for young audiences and producing resources and study materials for teachers.

In furtherance of its objectives to operate and maintain the Centre, the Corporation may arrange for and sponsor performing arts activities at the centre; encourage and assist in the development of performing arts companies resident at the Centre; arrange for or sponsor radio and television broadcasts and the screening of films in the Centre; provide
accommodation at the Centre, on such terms and conditions as the Corporation may fix, for national and local organizations whose objectives include the development and encouragement of the performing arts in Canada; and, at the request of the Government of Canada or the Canada Council for the Arts, arrange for performances elsewhere in Canada by performing arts companies, whether resident or non-resident in Canada, and arrange for performances outside Canada by performing arts companies resident in Canada.

The Corporation is deemed, under Section 15 of the National Arts Centre Act, to be a registered charity within the meaning of that expression in the Income Tax Act.

3. Institution and Delegation Order

The NAC is presided by a Board of Trustees consisting of eight members from across Canada who are appointed by the Governor in Council and two ex-officio members. It has the authority to appoint a President of the Centre, who is Chief Executive Officer, responsible for the operation and administration of the Corporation and its Centre.

The NAC’s Access to Information and Privacy (ATIP) Office consists of one ATIP Coordinator on a contract basis.

Pursuant to Section 73 of the Privacy Act, delegated authority has been designated to the person holding the position of Access to Information and Privacy Coordinator, with the exception of paragraphs 8(2) (e) and 8(2) (m), to exercise or perform all powers, duties and functions of the CEO and President under the Act insofar as they may be exercised or performed in relation to the NAC.

4. Summary of the NAC’s privacy activities during the fiscal year

The NAC did not receive any requests under the Privacy Act during this fiscal year.

5. Information on Privacy Impacts Assessments (PIA)

No Privacy Impact Assessments were conducted this past year, as none were required.

6. Data Matching and Data Sharing

There were no new data matching and data sharing activities undertaken during this reporting period.
7. Education and Training

No Privacy Act-related training took place during the 2013-2014 fiscal period.

8. Disclosures under Section 8(2) (e), (f), (g) and (m) of the Privacy Act

There were no 8(2) (e), (f), (g) and (m) requests for the 2013-2014 fiscal year.

9. Exempt Banks

The NAC has no designated exempt banks based on Section 18(2) of the Privacy Act.

10. Complaints, Investigations and Appeals to the Federal Court

No complaints or investigations were lodged with the Office of the Privacy Commissioner of Canada and no appeals were made to the Federal Court for the 2013-2014 fiscal year.

June 2014
Statistical Report on the *Privacy Act*

**Name of institution:** National Arts Centre

**Reporting period:** 4/1/2013 to 3/31/2014

### PART 1 – Requests under the *Privacy Act*

<table>
<thead>
<tr>
<th>Number of Requests</th>
</tr>
</thead>
<tbody>
<tr>
<td>Received during reporting period</td>
</tr>
<tr>
<td>Outstanding from previous reporting period</td>
</tr>
<tr>
<td><strong>Total</strong></td>
</tr>
<tr>
<td>Closed during reporting period</td>
</tr>
<tr>
<td>Carried over to next reporting period</td>
</tr>
</tbody>
</table>

### PART 2 – Requests closed during the reporting period

#### 2.1 Disposition and completion time

<table>
<thead>
<tr>
<th>Disposition of requests</th>
<th>Completion Time</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1 to 15 days</td>
</tr>
<tr>
<td>All disclosed</td>
<td>0</td>
</tr>
<tr>
<td>Disclosed in part</td>
<td>0</td>
</tr>
<tr>
<td>All exempted</td>
<td>0</td>
</tr>
<tr>
<td>All excluded</td>
<td>0</td>
</tr>
<tr>
<td>No records exist</td>
<td>0</td>
</tr>
<tr>
<td>Request abandoned</td>
<td>0</td>
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<tr>
<td><strong>Total</strong></td>
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#### 2.2 Exemptions

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<th>Section</th>
<th>Number of requests</th>
<th>Section</th>
<th>Number of requests</th>
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<td>0</td>
<td>23(a)</td>
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<td>19(1)(a)</td>
<td>0</td>
<td>22(1)(a)(ii)</td>
<td>0</td>
<td>23(b)</td>
<td>0</td>
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<tr>
<td>19(1)(b)</td>
<td>0</td>
<td>22(1)(a)(iii)</td>
<td>0</td>
<td>24(a)</td>
<td>0</td>
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<tr>
<td>19(1)(c)</td>
<td>0</td>
<td>22(1)(b)</td>
<td>0</td>
<td>24(b)</td>
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<td>19(1)(d)</td>
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<td>19(1)(e)</td>
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<td>19(1)(f)</td>
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<td>0</td>
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<td>0</td>
<td>28</td>
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<td>0</td>
<td>22.3</td>
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### 2.3 Exclusions
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<thead>
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<th>Section</th>
<th>Number of requests</th>
<th>Section</th>
<th>Number of requests</th>
</tr>
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<td>70(1)(a)</td>
<td>0</td>
<td>70(1)(d)</td>
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<td>69(1)(b)</td>
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<td>70(1)(b)</td>
<td>0</td>
<td>70(1)(e)</td>
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</tr>
<tr>
<td>69.1</td>
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<td>70(1)(c)</td>
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<td>70(1)(f)</td>
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<td>70.1</td>
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### 2.4 Format of information released

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<th>Paper</th>
<th>Electronic</th>
<th>Other formats</th>
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<tr>
<td>All disclosed</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Disclosed in part</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
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### 2.5 Complexity

#### 2.5.1 Relevant pages processed and disclosed

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<th>Number of pages processed</th>
<th>Number of pages disclosed</th>
<th>Number of requests</th>
</tr>
</thead>
<tbody>
<tr>
<td>All disclosed</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Disclosed in part</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>All exempted</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>All excluded</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Request abandoned</td>
<td>0</td>
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#### 2.5.2 Relevant pages processed and disclosed by size of requests

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<th>501-1000 pages processed</th>
<th>1001-5000 pages processed</th>
<th>More than 5000 pages processed</th>
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</thead>
<tbody>
<tr>
<td></td>
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<td>Number of Requests</td>
<td>Pages disclosed</td>
<td>Number of Requests</td>
</tr>
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<td>All disclosed</td>
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</tr>
<tr>
<td>Disclosed in part</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
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<td>All excluded</td>
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<td>0</td>
<td>0</td>
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<td>0</td>
</tr>
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#### 2.5.3 Other complexities

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<th>Consultation required</th>
<th>Legal Advice Sought</th>
<th>Interwoven Information</th>
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<th>Total</th>
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<tr>
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<td>----------------</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>All disclosed</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Disclosed in part</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>All exempted</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>All excluded</td>
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<td>0</td>
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### 2.6 Deemed refusals

#### 2.6.1 Reasons for not meeting statutory deadline

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<th>Number of requests closed past the statutory deadline</th>
<th>Workload</th>
<th>External consultation</th>
<th>Internal consultation</th>
<th>Other</th>
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<tbody>
<tr>
<td>Total</td>
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#### 2.6.2 Number of days past deadline

<table>
<thead>
<tr>
<th>Number of days past deadline</th>
<th>Number of requests past deadline where no extension was taken</th>
<th>Number of requests past deadline where an extension was taken</th>
<th>Total</th>
</tr>
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<tbody>
<tr>
<td>1 to 15 days</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>16 to 30 days</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>31 to 60 days</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>61 to 120 days</td>
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<td>0</td>
</tr>
<tr>
<td>121 to 180 days</td>
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<td>0</td>
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</tr>
<tr>
<td>181 to 365 days</td>
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<tr>
<td>More than 365 days</td>
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### 2.7 Requests for translation

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<th>Translation Requests</th>
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<th>Refused</th>
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<tr>
<td>French to English</td>
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<tr>
<td>Total</td>
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### PART 3 – Disclosures under subsection 8(2)

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### PART 4 – Requests for correction of personal information and notations

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<tr>
<td>Requests for correction accepted</td>
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### PART 5 – Extensions

#### 5.1 Reasons for extensions and disposition of requests

<table>
<thead>
<tr>
<th>Disposition of requests where an extension was taken</th>
<th>15(a)(i) Interference with operations</th>
<th>15(a)(ii) Consultation</th>
<th>15(b) Translation or conversion</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Section 70</td>
<td>Other</td>
<td>Section 70</td>
</tr>
<tr>
<td>All disclosed</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Disclosed in part</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>All exempted</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>All excluded</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>No records exist</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Request abandoned</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>0</strong></td>
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#### 5.2 Length of extensions

<table>
<thead>
<tr>
<th>Length of extensions</th>
<th>15(a)(i) Interference with operations</th>
<th>15(a)(ii) Consultation</th>
<th>15(b) Translation purposes</th>
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<tbody>
<tr>
<td></td>
<td>Section 70</td>
<td>Other</td>
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</tr>
<tr>
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<td>0</td>
</tr>
<tr>
<td>16 to 30 days</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
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<td><strong>0</strong></td>
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PART 6 – Consultations received from other institutions and organizations

6.1 Consultations received from other government institutions and organizations

<table>
<thead>
<tr>
<th>Consultations</th>
<th>Other government institutions</th>
<th>Number of pages to review</th>
<th>Other organizations</th>
<th>Number of pages to review</th>
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<td>Received during the reporting period</td>
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<td>0</td>
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<tr>
<td>Outstanding from the previous reporting period</td>
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<td>0</td>
<td>0</td>
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<tr>
<td>Total</td>
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<td>0</td>
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<tr>
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<td>Pending at the end of the reporting period</td>
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6.2 Recommendations and completion time for consultations received from other government institutions

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<thead>
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<th>Number of days required to complete consultation requests</th>
</tr>
</thead>
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<td></td>
<td>1 to 15 days</td>
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<tr>
<td>Disclose in part</td>
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<tr>
<td>Exempt entirely</td>
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</tr>
<tr>
<td>Exclude entirely</td>
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</tr>
<tr>
<td>Consult other institution</td>
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</tr>
<tr>
<td>Other</td>
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</tr>
<tr>
<td>Total</td>
<td>0</td>
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</tbody>
</table>

6.3 Recommendations and completion time for consultations received from other organizations

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>Number of days required to complete consultation requests</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1 to 15 days</td>
</tr>
<tr>
<td>Disclose entirely</td>
<td>0</td>
</tr>
<tr>
<td>Disclose in part</td>
<td>0</td>
</tr>
<tr>
<td>Exempt entirely</td>
<td>0</td>
</tr>
<tr>
<td>Exclude entirely</td>
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</tr>
<tr>
<td>Consult other institution</td>
<td>0</td>
</tr>
<tr>
<td>Other</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>0</td>
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</table>

PART 7 – Completion time of consultations on Cabinet confidences
<table>
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<tr>
<th>Number of days</th>
<th>Number of responses received</th>
<th>Number of responses received past deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 to 15</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>16 to 30</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>31 to 60</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>61 to 120</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>121 to 180</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>181 to 365</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>More than 365</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**PART 8 – Resources related to the *Privacy Act***

### 8.1 Costs

<table>
<thead>
<tr>
<th>Expenditures</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>$0</td>
</tr>
<tr>
<td>Overtime</td>
<td>$0</td>
</tr>
<tr>
<td>Goods and Services</td>
<td>$29,315</td>
</tr>
<tr>
<td>• Contracts for privacy impact assessments</td>
<td>$21,750</td>
</tr>
<tr>
<td>• Professional services contracts</td>
<td>$7,565</td>
</tr>
<tr>
<td>• Other</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$29,315</strong></td>
</tr>
</tbody>
</table>

### 8.2 Human Resources

<table>
<thead>
<tr>
<th>Resources</th>
<th>Dedicated full-time</th>
<th>Dedicated part-time</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time employees</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Part-time and casual employees</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Regional staff</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Consultants and agency personnel</td>
<td>0.00</td>
<td>0.17</td>
<td>0.17</td>
</tr>
<tr>
<td>Students</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>0.00</strong></td>
<td><strong>0.17</strong></td>
<td><strong>0.17</strong></td>
</tr>
</tbody>
</table>
Access to Information Act

Designation Order

BY THIS ORDER made pursuant to Section 73 of the Access to Information Act, I hereby designate the person holding the position of Access to Information and Privacy Coordinator to exercise or perform all of the powers, duties and functions of the head of a government institution under the Act insofar as they may be exercised or performed in relation to the National Arts Centre, effective September 1, 2007.

President and Chief Executive Officer/
Président et chef de la direction

R.S. 1985, c. A-1, s. 73