

**DEVELOPMENT FINANCE INSTITUTE  
CANADA (DFIC) INC.**



**ANNUAL REPORT  
ON THE ADMINISTRATION  
OF THE  
*ACCESS TO INFORMATION ACT***

**1 APRIL 2022 – 31 MARCH 2023**

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## **INTRODUCTION**

The purpose of the *Access to Information Act* (“Act”) is to enhance the accountability and transparency of federal institutions to promote an open and democratic society and enable public debate on the conduct of those institutions.

FinDev Canada is Canada’s bilateral Development Finance Institution (DFI), supporting development through the private sector. We provide financing, investment, and blended finance solutions, as well as technical assistance and knowledge, to promote sustainable and inclusive growth in Latin America & the Caribbean, Sub-Saharan Africa and the Indo-Pacific region, aligned with the Sustainable Development Goals (SDGs) and Paris Agreement commitments. We target strategic development objectives in three impact areas: climate action, women’s economic empowerment and market development. Our services are directed towards three sectors: financial intermediaries; agribusiness, forestry and value chains; and sustainable infrastructure.

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

## **ORGANIZATIONAL STRUCTURE**

FinDev Canada relies on EDC’s Privacy and Information Risk (“P&IR”) Team to administer and respond to requests made under the Act.

Throughout the reporting period, the team was comprised of 7 full-time employees, with 3 dedicated to ATI. The team was overseen by a Director of Compliance and Ethics,, who reported to EDC’s Chief Compliance Officer, who in turn reported to the Chief Executive Officer of FinDev Canada.

With respect to “proactive publication” requirements under Part 2 of the Act, while the P&IR Team is responsible for meeting the obligation under section 84 (publishing reports tabled in Parliament), EDC’s Costing Team within the broader Finance Group is responsible for ensuring that FinDev Canada meets its obligations under sections 82 (publishing travel expenses) and 83 (publishing hospitality expenses).

FinDev Canada has an agreement in place, entered into pursuant to section 96 of the Act, for the receipt of access to information services provided by EDC.

## **DELEGATION ORDER**

A copy of the delegation order that was made pursuant to section 95(1) of the Act and was in effect at the end of the reporting period is attached at Appendix A.

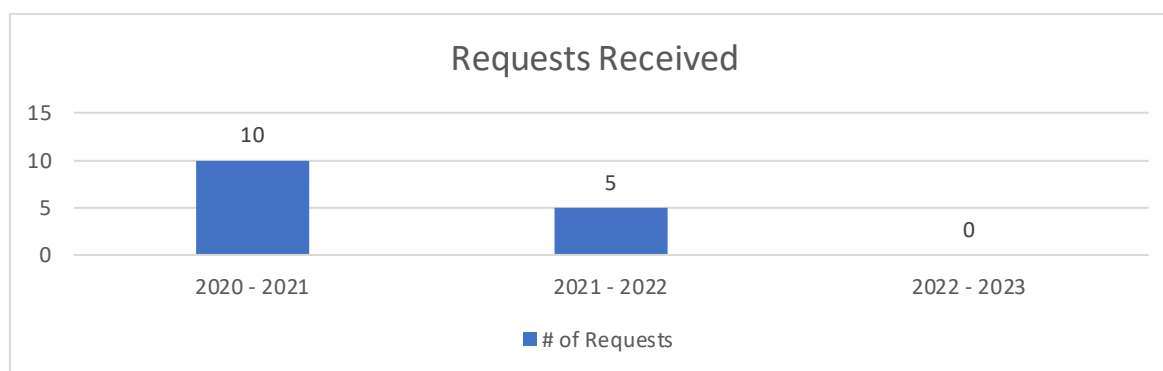
## **PERFORMANCE 2022-2023**

Below is an overview of FinDev Canada’s performance, which is reported in greater detail in the Statistical Report on the Act for 2022-2023 that is attached at Appendix B:

- No new requests for information were received during the reporting period. Five requests were carried over from the previous reporting period

- Of the 3 requests that were completed during the reporting period, 66% were responded to within the legislated timelines.
- Of the 3 requests that were completed during the reporting period:
  - One was completed within 181 - 365 days, and
  - Two were completed after 365+ days.
- As of the last day of the reporting period, there were 2 active requests, of which 1 was received in the 2019-2020 reporting period and 1 in the 2021-2022 reporting period. Both of these requests are outside the legislated timelines.
- As of the last day of the reporting period, there were no active complaints.
- No consultation requests from other government institutions were completed or received during the reporting period.
- Of the 3 requests that were completed during the reporting period, 2 requests required an extension pursuant to both sections 9(1)(a) of the Act (due to the large number of pages required to be processed) and 9(1)(c) (due to the obligation to notify third parties of the intention to disclose records), and 1 request required an extension pursuant to section 9(1)(c) alone.
- Of all requests completed, 100% of them involved records that were “disclosed in part” (as compared to “disclosed in full”).

FinDev Canada experienced a decrease in the number of requests received under the Act compared to the previous period. The chart below shows the trend for the past three reporting periods.



## IMPACT OF COVID-19 PANDEMIC

FinDev Canada’s COVID-19 pandemic related measures did not impact its ability to fulfill its responsibilities under the Act during reporting period.

## **TRAINING AND AWARENESS PROGRAM**

Fin Dev Canada staff are Export Development Canada employees. During the reporting period, all new Export Development Canada employees were subject to mandatory privacy and access to information awareness training.

## **INSTITUTION SPECIFIC POLICIES, GUIDELINES AND PROCEDURES**

FinDev Canada did not implement any new or revised institution-specific policies, guidelines, procedures or initiatives related to access to information during the reporting period.

## **PROACTIVE PUBLICATION**

FinDev Canada is a “government institution” for the purposes of Part 2 of the Act and is subject to sections 82 (publishing travel expenses), 83 (publishing hospitality expenses), and 84 (publishing reports tabled in Parliament).

FinDev Canada publishes travel and hospitality expenses incurred by its Chief Executive Officer, senior executives and Board members on its [Transparency and Disclosure](#) webpage.

In the spring of 2023, FinDev Canada in consultation with EDC finalized and began executing a plan to enhance FinDev Canada’s compliance with its proactive publication requirements. The plan included formalizing responsibility and internal processes for managing these requirements. It also clarified the specific information required to be published and associated timelines. To facilitate compliance, travel and hospitality expenses are approved in a centralized expense system that populates a general ledger from which relevant expenses are extracted for publication.

## **INITIATIVES AND PROJECTS TO IMPROVE ACCESS TO INFORMATION**

FinDev Canada commenced the process for onboarding to ATIP Online, a centralized, publicly facing website hosted by the Treasury Board Secretariat for individuals to submit requests for access to information and is expected to be fully onboarded during the 2023-2024 reporting period.

## **COMPLAINTS**

During the reporting period, FinDev Canada did not receive any new complaints under the Act, but closed 4 that were filed during previous reporting periods. Of those 4 complaints, 3 were closed pursuant to section 30(4)(b) of the Act, which enables the Information Commissioner to cease to investigate a complaint when continuing an investigation is unnecessary in the

circumstances. One complaint was closed pursuant to section 37 and resulted in the partial disclosure of previously withheld records.

### **MONITORING COMPLIANCE**

FinDev Canada uses AccessPro Suite by CSDC Systems Inc. to manage all requests received under the Act. The software has a dashboard function that enables monitoring of the status and time taken to process access to information requests. In addition to weekly team meetings, access compliance metrics were a standing item in FinDev Canada Board reporting.

To manage inter-institutional consultation, FinDev Canada incorporated the specific criteria for triggering such consultations into its request handling procedure, such that consultation is warranted in two circumstances: if more information is needed to enable the proper exercise of discretion to withhold information or FinDev Canada intends to disclose potentially sensitive information.

## **APPENDIX A – DELEGATION OF AUTHORITY**

### **DEVELOPMENT FINANCE INSTITUTE CANADA (DFIC) INC. (“FinDev Canada”) TABLE OF AUTHORITY**

#### **DELEGATIONS OF AUTHORITY PURSUANT TO SECTION 71 OF THE *ACCESS TO INFORMATION ACT* AND REGULATIONS PRIVACY AND ACCESS TO INFORMATION (PRIVACY & ATI) TEAM, GLOBAL RISK MANAGEMENT (GRM)**

##### **Authorization**

1. Authorization to exercise or perform powers, duties or functions of the head of the institution under the Access to Information Act and Regulations.

*Access to Information – Section 71*

SECTIONS	4(2.1)	6.1(1)	7(a)	7(b)	8(1)	9	10(1)	11(2)	12(2)(b)	12(3)(b)	13	14	15	16	16.5	17	18	18.1	19	20	21	22	22.1	23	24	25	26	27(1),(4)	28(1)(b),(2),(4)	33	35(2)(b)	37(4)	43(2)	44(2)	52(2)(b),(3)		
CHIEF EXECUTIVE OFFICER	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
CHIEF COMPLIANCE AND ETHICS OFFICER	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

<i>Access to Information Regulations. Section 73</i>					
SECTIONS	6(1)	7(2)	7(3)	8	8.1
CHIEF EXECUTIVE OFFICER	X	X	X	X	X
CHIEF COMPLIANCE AND ETHICS OFFICER	X	X	X	X	X

**DFIC DELEGATIONS OF AUTHORITY  
PURSUANT TO SECTION 71 OF THE ACCESS TO INFORMATION ACT AND REGULATIONS  
PRIVACY & ATITEAM / (GRM)**

*Access to Information Act – Sections*

4(2.1) Responsibility of government institutions

17 Exemption - Safety of individuals

27(1),(4) Third party-notification

*Access to Information Regulations. -Sections*



6.1(1) Reasons for declining to act on request	18 Exemption - Economic interests of Canada	28(1)(b),(2),(4) Third party-notification	6(1) Transfer of request
7(a) Notice when access requested	18.1 Exemption - Economic interest of the Canada Post Corporation, Export Development Canada, the Public Sector Pension Investment Board and VIA Rail Canada Inc.	33 Advising Information Commissioner of third-party involvement	7(2) Search and preparation fees
7(b) Giving access to record		35(2)(b) Right to make representations	
8(1) Transfer of request to another government institution	19 Exemption - Personal Information	37(4) Access to be given to complainant	
9 Extension of time limits	20 Exemption - Third-party information	43(2) Notice to third party (application to Federal Court for review)	7(3) Production and programming fees
10(1) Access refusal	21 Exemption - Operations of Government	44(2) Notice to applicant (application to Federal Court by third party)	
11(2) Additional Fees			
12(2)(b) Language of access	22 Exemption - Testing procedures, tests and audits	52(2)(b),(3) Special rules for hearings	8 Providing access to record(s)
12(3)(b) Access in an alternative format			
13 Exemption - Information obtained in confidence	22.1 Exemption – Audit working papers and draft audit reports		
14 Exemption - Federal-Provincial affairs	23 Exemption - Solicitor-client privilege		8.1 Limitations in respect of format
15 Exemption - International affairs and defence	24 Exemption - Statutory prohibitions		
16 Exemption - Law enforcement and investigations	25 Severability		
16.5 Exemption – <i>Public Servants Disclosure Protection Act</i>	26 Exemption - Information to be published		

**DFIC DELEGATIONS OF AUTHORITY  
PURSUANT TO SECTION 71 OF THE *ACCESS TO INFORMATION ACT* AND REGULATIONS**

**PRIVACY & ATI TEAM / GLOBAL RISK MANAGEMENT (GRM)****2. Titles**

All of the above titles include their equivalent under any future designation.

**3. Previous Authorities**

All current authority designations executed by the Chief Executive Officer of FinDev Canada (i.e. the head of the institution) (the “Designations”), are replaced by these Table of Authority and Table Notes without in any way affecting the validity of acts done pursuant to such Designations.

**4. Signing Authority**

The Chief Executive Officer, acting alone or with one of the following, or any two of the following, acting together:

- Chief Compliance and Ethics Officer (FinDev Canada)
- Director, Compliance and Ethics (EDC)
- Principal, Privacy and Access to Information (EDC)

are hereby authorized and directed to: (a) execute or cause to be executed all such instruments, agreements and documents; and (b) do or cause to be done all acts and things; as may be necessary or desirable to give effect to this Delegation of Authorities. “EDC” means Export Development Canada.



\_\_\_\_\_  
Chief Executive Officer (Acting)

July 24, 2020

\_\_\_\_\_  
Date

# APPENDIX B - STATISTICAL REPORT 2022 - 2023



Government  
of Canada

Gouvernement  
du Canada

## Statistical Report on the Access to Information Act

Name of institution: FinDev Canada

Reporting period: 4/1/2022 to 3/31/2023

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

#### 1.1 Number of requests

		Number of Requests
Received during reporting period		0
Outstanding from previous reporting periods		5
• Outstanding from previous reporting period	2	
• Outstanding from more than one reporting period	3	
<b>Total</b>		5
Closed during reporting period		3
Carried over to next reporting period		2
• Carried over within legislated timeline	0	
• Carried over beyond legislated timeline	2	

#### 1.2 Sources of requests

Source	Number of Requests
Media	0
Academia	0
Business (private sector)	0
Organization	0
Public	0
Decline to Identify	0
<b>Total</b>	0

#### 1.3 Channels of requests

Source	Number of Requests
Online	0
E-mail	0
Mail	0
In person	0
Phone	0
Fax	0
<b>Total</b>	0

### Section 2: Informal Requests

#### 2.1 Number of informal requests

		Number of Requests
Received during reporting period		0
Outstanding from previous reporting periods		1
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	1	



**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
<b>Total</b>	<b>0</b>
Approved by the Information Commissioner during reporting period	0
Declined by the Information Commissioner during reporting period	0
Withdrawn during reporting period	0
Carried over to next reporting period	0

**Section 4: Requests Closed During the Reporting Period**

**4.1 Disposition and completion time**

Disposition of Requests	Completion Time							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
All disclosed	0	0	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	1	2	3
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	0	0	0	0	0	0	0	0
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>

## 4.2 Exemptions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
13(1)(a)	2	16(2)	1	18(a)	0	20.1	0
13(1)(b)	0	16(2)(a)	0	18(b)	1	20.2	0
13(1)(c)	0	16(2)(b)	0	18(c)	0	20.4	0
13(1)(d)	0	16(2)(c)	3	18(d)	0	21(1)(a)	2
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	2
14	0	16.1(1)(a)	0	18.1(1)(b)	2	21(1)(c)	1
14(a)	0	16.1(1)(b)	0	18.1(1)(c)	0	21(1)(d)	0
14(b)	0	16.1(1)(c)	0	18.1(1)(d)	0	22	0
15(1)	0	16.1(1)(d)	0	19(1)	3	22.1(1)	0
15(1) - I.A.*	0	16.2(1)	0	20(1)(a)	0	23	3
15(1) - Def.*	0	16.3	0	20(1)(b)	3	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)	2	26	0
16(1)(a)(ii)	0	16.5	0	20(1)(d)	0		
16(1)(a)(iii)	0	16.6	0				
16(1)(b)	0	17	0				
16(1)(c)	0						
16(1)(d)	0						

\* I.A.: International Affairs    Def.: Defence of Canada    S.A.: Subversive Activities

## 4.3 Exclusions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
68(a)	0	69(1)	0	69(1)(g) re (a)	0
68(b)	0	69(1)(a)	0	69(1)(g) re (b)	0
68(c)	0	69(1)(b)	0	69(1)(g) re (c)	0
68.1	0	69(1)(c)	0	69(1)(g) re (d)	0
68.2(a)	0	69(1)(d)	0	69(1)(g) re (e)	0
68.2(b)	0	69(1)(e)	0	69(1)(g) re (f)	0
		69(1)(f)	0	69.1(1)	0

## 4.4 Format of information released

Paper	Electronic				Other
	E-record	Data set	Video	Audio	
0	3	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
24828	3540	3

**4.5.2 Relevant pages processed per request disposition for paper and e-record formats by size of requests**

Disposition	Less Than 100 Pages Processed		100-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Number of Requests	Pages Processed	Number of Requests	Pages Processed	Number of Requests	Pages Processed	Number of Requests	Pages Processed	Number of Requests	Pages Processed
All disclosed	0	0	0	0	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0	0	0	3	24828
All exempted	0	0	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0	0	0	3	24828

**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
<b>Total</b>	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
<b>Total</b>	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	3	0	0	3
All exempted	0	0	0	0
All excluded	0	0	0	0
Request abandoned	0	0	0	0
Neither confirmed nor denied	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0
<b>Total</b>	3	0	0	3



#### 4.6 Closed requests

##### 4.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	2
Percentage of requests closed within legislated timelines (%)	66.66666667

#### 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
1	1	0	0	0

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

Number of days past legislated timelines	Number of requests past legislated timeline where no extension was taken	Number of requests past legislated timeline where an extension was taken	Total
1 to 15 days	0	0	0
16 to 30 days	0	0	0
31 to 60 days	0	0	0
61 to 120 days	0	0	0
121 to 180 days	0	0	0
181 to 365 days	0	1	1
More than 365 days	0	0	0
<b>Total</b>	0	1	1

#### 4.8 Requests for translation

Translation Requests	Accepted	Refused	Total
English to French	0	0	0
French to English	0	0	0
<b>Total</b>	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	3	0	1	2
All exempted	0	0	0	0
All excluded	0	0	0	0
Request abandoned	0	0	0	0
No records exist	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0
<b>Total</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>2</b>

### 5.2 Length of extensions

Length of Extensions	9(1)(a) Interference With Operations/ Workload	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
30 days or less	0	0	0	0
31 to 60 days	0	0	0	0
61 to 120 days	0	0	0	0
121 to 180 days	1	0	0	1
181 to 365 days	1	0	1	1
365 days or more	1	0	0	0
<b>Total</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>2</b>

## Section 6: Fees

Fee Type	Fee Collected		Fee Waived		Fee Refunded	
	Number of Requests	Amount	Number of Requests	Amount	Number of Requests	Amount
Application	0	\$0.00	0	\$0.00	0	\$0.00
Other fees	0	\$0.00	0	\$0.00	0	\$0.00
<b>Total</b>	<b>0</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>



## Section 8: Completion Time of Consultations on Cabinet Confidences

### 8.1 Requests with Legal Services

Number of Days	Fewer Than 100 Pages Processed		100-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0	0	0	0	0
More than 365	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0	0	0	0	0

### 8.2 Requests with Privy Council Office

Number of Days	Fewer Than 100 Pages Processed		100-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0	0	0	0	0
More than 365	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	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	3	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	1	1	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	\$119,280
Overtime	\$0
Goods and Services	\$0
• Professional services contracts	\$0
• Other	\$0
<b>Total</b>	<b>\$119,280</b>

**11.2 Human Resources**

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	1.185
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.000
Students	0.000
<b>Total</b>	<b>1.185</b>

**Note:** Enter values to three decimal places.

# APPENDIX C - SUPPLEMENTAL STATISTICAL REPORT 2022 - 2023

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

Name of institution: FinDev 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	0	0	0
Received in 2021-2022	0	1	1
Received in 2020-2021	0	0	0
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
<b>Total</b>	<b>0</b>	<b>2</b>	<b>2</b>

Row 11, Col. 3 of Section 3.1 must equal Row 7, Col. 1 of Section 1.1 of the 2022-2023 Statistical Report on the *Access to Information Act*

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

Fiscal Year Open Complaints Were Received by Institution	Number of Open Complaints
Received in 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 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

Row 11, Col. 3 of Section 4.1 must equal Row 7, Col. 1 of Section 1.1 of the 2022-2023 Statistical Report on the *Privacy Act*

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

Fiscal Year Open Complaints Were Received by Institution	Number of Open Complaints
Received in 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
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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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Row 1, Col. 1 of Section 6 must be equal to or less than Row 1, Col. 1 of Section 1.1 of the 2022-2023 Statistical Report on the *Privacy Act*

Canada