



**SUSTAINABLE DEVELOPMENT
TECHNOLOGY CANADA**

**TECHNOLOGIES DU DEVELOPPEMENT
DURABLE CANADA**

ANNUAL REPORT TO PARLIAMENT

ADMINISTRATION OF THE *ACCESS TO INFORMATION ACT*

April 1, 2020 – March 31, 2021

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Introduction

Sustainable Development Technology Canada (SDTC) is pleased to submit to the Minister of Innovation, Science and Economic Development, for tabling in Parliament, its annual report on the administration of the *Access to Information Act* for the reporting period commencing April 1, 2020 and ending March 31, 2021. This report is submitted in accordance with section 94 of the *Act*.

The *Access to Information Act* took effect on July 1, 1983. The ATIA gives Canadian citizens, permanent residents, any person and corporation present in Canada a right of access to information contained in government records, subject to certain specific and limited exceptions.

Who we are

As the largest funder of climate tech SMEs in Canada, Sustainable Development Technology Canada plays a crucial role in supporting entrepreneurs to seize the opportunities of the Net Zero economy. Our streamlined approach to working with clients has deepened our understanding of the resiliency firms must have to scaleup. SDTC's world-class due diligence, faster decision times, expertise and knowledge allow companies to access support when they need it most. Recognizing SDTC's pivotal role, the Government of Canada invested \$750 million in SDTC as part of its plan: A Healthy Environment and a Healthy Economy, which charts a path for Canada's economic and environmental future. This commitment enables SDTC to keep the momentum going and support even more Canadian climate tech companies to grow and scale to meet domestic and global demand for solutions in the Net Zero era.

In 2001, the Government of Canada created SDTC to identify and support Canadian companies with the potential to become leaders in developing new climate technologies. Our goal is to support companies from seed through to success and we have invested over \$1.38 billion to make this happen. To date, SDTC companies have created an estimated 16,930 jobs and helped reduce approximately 22.4 million megatonnes of greenhouse gas emissions annually in Canada and around the world.

Governance and oversight of the Foundation's activities are provided by an independent, 15-member Board of Directors made up of private and not-for-profit sector leaders from across Canada with a broad range of experience and expertise. This Board oversight includes accountability for the management of the Foundation's financial matters, strategic direction and business affairs. A list of the current Board of Directors and Members of the Foundation can be found at sdtc.ca.

Mission

SDTC's mission is to identify and fund Canadian companies developing and demonstrating new technologies with the potential to transform the environmental and economic prosperity of Canada. With our support and funding, we want to accelerate their ability to become global leaders in their field.

We do this by:

- Funding the development and demonstration of new environmental technologies
- Fostering and encouraging collaboration among organizations in the private sector, academia, the not-for-profit sector and others to develop and demonstrate new technologies
- Promoting the timely diffusion of new technologies across key economic sectors in Canada

Accountability to Parliament

In addition to being accountable to its Board of Directors, SDTC is accountable to Parliament through the Minister of Innovation, Science and Economic Development Canada (ISED).

In its accountability to Parliament, SDTC adheres to many federal Acts and has been asked to participate in a number of federal reviews and evaluations undertaken by federal government departments including the Office of the Auditor General of Canada and the Treasury Board of Canada Secretariat.

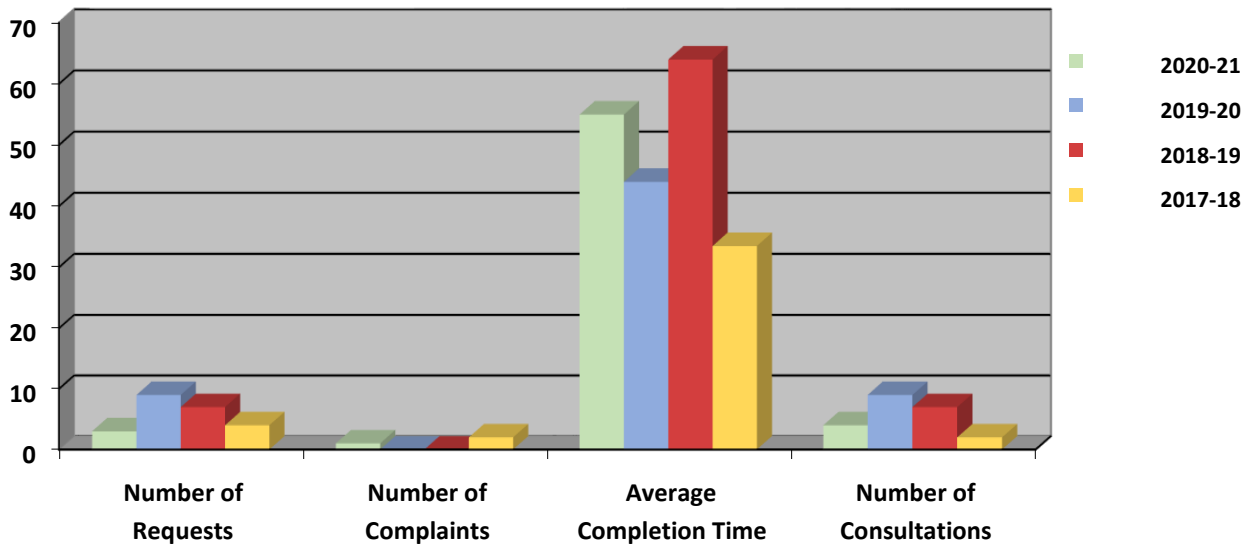
Access to Information activities

The President & CEO is the designated head of the institution for the *Access to Information Act*. The President & CEO, with support from the VP Partnerships & Ecosystem, is responsible for the development, coordination and implementation of effective policies, guidelines, systems and procedures to enable efficient processing of requests under the *Access to Information Act*. The ATIP office consists of one ATIP Coordinator and relies on the advice and guidance of consultants and legal advisors on an as needed basis.

The activities of the Access to Information and Privacy office include:

- Processing requests under the *Act*;
- Developing and maintaining policies, procedures and guidelines to ensure the *Act* is respected by the institution;
- Promoting awareness of the *Act* to ensure SDTC's responsiveness to the obligations imposed on the government;
- Monitoring SDTC's compliance with the *Act*, regulations and relevant procedures and policies;
- Preparing annual reports to Parliament and other statutory reports, as well as other material that may be required by central agencies;
- Representing SDTC in dealings with the Treasury Board of Canada Secretariat (TBS), the Office of the Information Commissioner (OIC) and other government funds and agencies regarding the application of the *Act* as they relate to SDTC; and
- Supporting SDTC in meeting its commitments in relation to greater openness and transparency through proactive disclosure of information and the disclosure of information through informal avenues.

Interpretation of Access to Information statistical reports



From the above statistical analysis comparing this fiscal to the past three, SDTC's number of incoming requests decreased. SDTC is currently deploying an electronic records document management system which will reduce the amount of time it takes to collect responsive records. SDTC's ability to fulfill its Access to Information Act responsibilities were not affected by COVID-19.

During the reporting period, SDTC received three Access to Information requests which one hundred percent of the records were disclosed in part. SDTC has received one complaint during the reporting period. We work closely with the Office of the Information Commissioner (OIC) to address complaint files that remain open from previous fiscal years.

There were four formal training sessions conducted as well as individual onboarding for new employees during the reporting period. The training sessions were refreshers for existing staff.

No audits were conducted during the reporting period.

No new institution-specific access to information related policies, guidelines or procedures were implemented in the institution during the reporting period.

For 2020-2021, the costs directly associated with the administration of the Access to Information Act are estimated at \$32,158.

Staff \$14,634

Consultant fees \$16,890

Office Equipment and Supplies \$ 634

APPENDIX A - Statistical Report

Name of institution: Sustainable Development Technology Canada

Reporting period: 4/1/2020 to 3/31/2021

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

1.1. Number of requests

| | Number of Requests |
|---|--------------------|
| Received during reporting period | 3 |
| Outstanding from previous reporting periods | 1 |
| Total | 4 |
| Closed during reporting period | 4 |
| Carried over to next reporting period | 0 |

1.2. Sources of requests

| Source | Number of Requests |
|---------------------------|--------------------|
| Media | 0 |
| Academia | 1 |
| Business (private sector) | 0 |
| Organization | 0 |
| Public | 3 |
| Decline to Identify | 0 |
| Total | 4 |

1.3. Informal 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 | |
| 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Section 2: Requests Closed During the Reporting Period**2.1. 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 | 1 | 0 | 0 | 1 | 1 | 0 | 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 | 1 |
| Neither confirmed nor denied | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 0 | 2 | 0 | 0 | 1 | 1 | 0 | 4 |

2.2. Exemptions

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

2.3. Exclusions

| Section | Number of Requests | Section | Number of Requests | Section | Number of Requests |
|---------|--------------------|----------|--------------------|-----------------|--------------------|
| 68(a) | 1 | 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 |

2.4. Format of information released

| Disposition | Paper | Electronic | Other Formats |
|-------------------|-------|------------|---------------|
| All disclosed | 0 | 0 | 0 |
| Disclosed in part | 0 | 3 | 0 |
| Total | 0 | 3 | 0 |

2.5. Complexity

2.5.1. Relevant pages processed and disclosed

| Disposition Requests | Number of Pages Processed | Number of Pages Disclosed | Number of Requests |
|------------------------------|---------------------------|---------------------------|--------------------|
| All disclosed | 0 | 0 | 0 |
| Disclosed in part | 722 | 722 | 3 |
| All exempted | 0 | 0 | 0 |
| All excluded | 0 | 0 | 0 |
| Request abandoned | 0 | 0 | |
| Neither confirmed nor denied | 0 | 0 | 0 |

2.5.2. Relevant pages processed and disclosed by size of requests

| Disposition | 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 Disclosed | Number of Requests | Pages Disclosed | Number of Requests | Pages Disclosed | Number of Requests | Pages Disclosed | Number of Requests | Pages Disclosed |
| All disclosed | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Disclosed in part | 1 | 68 | 2 | 654 | 0 | 0 | 0 | 0 | 0 | 0 |
| All exempted | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 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 |
| Total | 1 | 68 | 2 | 654 | 0 | 0 | 1 | 0 | 0 | 0 |

2.5.3. Other Complexities

| Disposition | Required | Fees | Legal Advice Sought | Other | Total |
|------------------------------|----------|------|---------------------|-------|-------|
| All disclosed | 0 | 0 | 0 | 0 | 0 |
| Disclosed in part | 0 | 0 | 0 | 0 | 0 |
| All exempted | 0 | 0 | 0 | 0 | 0 |
| All excluded | 0 | 0 | 0 | 0 | 0 |
| Request abandoned | 0 | 0 | 0 | 0 | 0 |
| Neither confirmed nor denied | 0 | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 | 0 |

2.6. Deemed refusals

2.6.1. Reasons for not meeting statutory deadline

| Number of requests closed past the legislated timelines | Principal Reason | | | |
|---|--|-----------------------|-----------------------|-------|
| | Interference with operations/ Workload | External Consultation | Internal Consultation | Other |
| 0 | 0 | 0 | 0 | 0 |

2.6.2. Number of days past deadline

| Number of days past legislated timelines | Number of requests past deadline where no extension was taken | Number of requests past deadline where an extension was taken | Total |
|--|---|---|-------|
| 1 to 15 days | 0 | 0 | 0 |
| 16 to 30 days | 0 | 0 | 0 |
| 31 to 60 days | 0 | 0 | 0 |
| 61 to 120 days | 0 | 0 | 0 |
| 121 to 180 days | 0 | 0 | 0 |
| 181 to 365 days | 0 | 0 | 0 |
| More than 365 days | 0 | 0 | 0 |
| Total | 0 | 0 | 0 |

2.7. 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 3: Extensions

3.1. Reason for disposition requests

| Disposition of Requests Where an Extension Was Taken | 9(1)(a) Interference With Operations/ Workload | 9(1)(b) Consultation | | 9(1)(c) Third-Party Notice |
|--|--|-------------------------|-------|-------------------------------|
| | | Section 69 | Other | |
| All disclosed | 0 | 0 | 0 | 0 |
| Disclosed in part | 0 | 0 | 0 | 2 |
| All exempted | 0 | 0 | 1 | 0 |
| All excluded | 0 | 0 | 0 | 0 |
| Request abandoned | 0 | 0 | 0 | 0 |
| No records exist | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 1 | 2 |

3.2. 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 | 0 | 0 | 0 | 0 |
| 181 to 365 days | 0 | 0 | 0 | 0 |
| 365 days or more | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 |
| | | | | 0 |

Section 4: Fees

| Fee Type | Fee Collected | | Fee Refunded | |
|--------------------|--------------------|--------|--------------------|--------|
| | Number of Requests | Amount | Number of Requests | Amount |
| Application | 4 | \$20 | 0 | \$0 |
| Search | 0 | \$0 | 0 | \$0 |
| Production | 0 | \$0 | 0 | \$0 |
| Programming | 0 | \$0 | 0 | \$0 |
| Preparation | 0 | \$0 | 0 | \$0 |
| Alternative format | 0 | \$0 | 0 | \$0 |
| Reproduction | 0 | \$0 | 0 | \$0 |
| Total | 4 | \$20 | 0 | \$0 |

Section 5: Consultations Received From Other Institutions and Organizations

5.1. Consultations received from other Government of Canada institutions and other organizations

| Consultations | Other Government of Canada Institutions | Number of Pages to Review | Other Organizations | Other Pages to Review |
|--|---|---------------------------|---------------------|-----------------------|
| Received during the reporting period | 4 | 0 | 0 | 0 |
| Outstanding from the previous reporting period | 0 | 0 | 0 | 0 |
| Total | 4 | 0 | 0 | 0 |
| Closed during the reporting period | 4 | 0 | 0 | 0 |
| Carried over within negotiated timelines | 0 | 0 | 0 | 0 |
| Carried over beyond negotiated timelines | 0 | 0 | 0 | 0 |

5.2. Recommendations and completion time for consultations received from other Government of Canada

| Recommendation | Number of Days Required to Complete Consultation Requests | | | | | | | Total |
|---------------------------|---|---------------|---------------|----------------|-----------------|-----------------|--------------------|-------|
| | 1 to 15 Days | 16 to 30 Days | 31 to 60 Days | 61 to 120 Days | 121 to 180 Days | 181 to 365 Days | More than 365 Days | |
| Disclose entirely | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 4 |
| Disclose in part | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Exempt entirely | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Exclude entirely | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Consult other Institution | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 4 |

5.3. Recommendations and completion time for consultations received from other organizations outside the Government of Canada

| Recommendation | Number of Days Required to Complete Consultation Requests | | | | | | | Total |
|-------------------|---|---------------|---------------|----------------|-----------------|-----------------|--------------------|-------|
| | 1 to 15 Days | 16 to 30 Days | 31 to 60 Days | 61 to 120 Days | 121 to 180 Days | 181 to 365 Days | More than 365 Days | |
| Disclose entirely | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Disclose in part | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Exempt entirely | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Exclude entirely | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| | | | | | | | | |
|---------------------------|----------|----------|----------|----------|----------|----------|----------|----------|
| Consult other Institution | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Section 6: Completion Time of Consultations on Cabinet Confidences

6.1. 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 | |
|----------------|--------------------------------|-----------------|-------------------------|-----------------|--------------------------|-----------------|---------------------------|-----------------|----------------------|-----------------|
| | Number of Requests | Pages Disclosed | Number of Requests | Pages Disclosed | Number of Requests | Pages Disclosed | Number of Requests | Pages Disclosed | Number of Requests | Pages Disclosed |
| 1 to 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 16 to 30 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 31 to 60 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 61 to 120 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 121 to 180 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 181 to 365 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| More than 365 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

6.2. 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 | |
|----------------|--------------------------------|-----------------|-------------------------|-----------------|--------------------------|-----------------|---------------------------|-----------------|----------------------|-----------------|
| | Number of Requests | Pages Disclosed | Number of Requests | Pages Disclosed | Number of Requests | Pages Disclosed | Number of Requests | Pages Disclosed | Number of Requests | Pages Disclosed |
| 1 to 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 16 to 30 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 31 to 60 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 61 to 120 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 121 to 180 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 181 to 365 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| More than 365 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Section 7: Complaints and Investigations**9.1. Investigations**

| Section 32 | Section 35 | Section 37 | Total |
|------------|------------|------------|-------|
| 1 | 0 | 0 | 1 |

Section 8: Court Action**10.1. Court actions on complaints**

| Section 41 | Section 42 | Section 44 | Total |
|------------|------------|------------|-------|
| 1 | 0 | 0 | 1 |

Section 9: Resources Related to the Access to Information Act**11.1. Costs**

| Expenditures | | Amount |
|-----------------------------------|----------|-----------------|
| Salaries | | \$14,634 |
| Overtime | | \$0 |
| Goods and Services | | \$17,524 |
| • Professional services contracts | \$16,890 | |
| • Other | \$634 | |
| Total | | \$32,158 |

10.2. Human Resources

| Resources | Person Years Dedicated to Access to Information Activities |
|----------------------------------|--|
| Full-time employees | 0.16 |
| Part-time and casual employees | 0.00 |
| Regional staff | 0.00 |
| Consultants and agency personnel | 0.00 |
| Students | 0.00 |
| Total | 0.16 |

APPENDIX B - Additional Reporting Requirements

| Section | Number of requests |
|---|---------------------------|
| 16.3 Investigation under the Elections Act | 0 |
| 16.6 National Security and Intelligence Committee | 0 |
| 23.1 Patent or Trademark privilege | 0 |

Previously released ATI package released informally

| Institution | Number of informal releases of previously released ATI packages |
|---|--|
| Sustainable Development Technology Canada | 0 |

APPENDIX C - Delegation Order

Access to Information Act

The designated Head of the Canada Foundation for Sustainable Development Technology (SDTC), pursuant to section 95 of the Access to Information Act*, hereby designates the persons holding the positions set out in the schedule attached hereto to exercise the powers and functions of the head of the institution under the sections of the Act set out in the schedule opposite each position.

DocuSigned by:

3BEF88EEA60B479...

President

July 5, 2021 | 18:43:06 EDT

Date: _____

*S.C. 1980-82, c.111

Schedule to the Access to Information Act Delegation Order

| Section or subsection of the Act | Description | ATIP Coordinator | Vice President Partnerships & Ecosystem |
|----------------------------------|---|------------------|---|
| 7(a) | Notice where access requested | X | X |
| 8(1) | transfer of request to/from another institution | X | X |
| 9 | extension of time limits | X | X |
| 11(2)(3)(4) (5)(6) | additional fees | X | X |
| 12(2)(b) | language of access | X* | X |
| 12(3)(b) | access in alternative format | X* | X |
| 13 | exemption - information obtained in confidence from other government | X* | X |
| 14 | exemption - injurious to conduct of federal-provincial affairs | X* | X |
| 15 | exemption - injurious to foreign affairs or defence | X* | X |
| 16 | exemption - injurious to law enforcement, security, certain investigations | X* | X |
| 17 | exemption - threat to safety of individuals | X* | X |
| 18 | exemption - injury to economic interests of Canada | X* | X |
| 19 | exemption - personal information | X* | X |
| 20 | exemption - third party information | X* | X |
| 21(1) | exemption - advice, recommendations | X* | X |
| 22 | exemption - testing and audit procedures | X* | X |
| 23 | exemption - solicitor/client privilege | X* | X |
| 24 | exemption - statutory prohibition against disclosure | X* | X |
| 25 | Severance of information | X | X |
| 26 | exemption - information to be published within 90 days | X | X |
| 27(1)(4) | third party notification | X | X |
| 28(1)(2)(4) | third party notifications | X | X |
| 29(1) | notice where head decides to disclose based on recommendation of the Commissioner | X | X |
| 33 | Investigations of complaints – advising the Information Commissioner of third parties | X | X |
| 35(2) | right to make representations re: complaint | X* | X |
| 37(4) | access to be given complainant where head decides to disclose | X | X |
| 43(1) | notices to third parties (of application for federal court review) | X | X |
| 44(2) | notices to applicant (of application for federal court review by third party) | X | X |

| | | | |
|----------|---|----|---|
| 52(2)(3) | special rules for hearings related to international affairs and defence information | X* | X |
| 71(2) | exempt information severed from manuals | X | X |
| 72 | annual report to Parliament | X | X |

* denotes that the ATIP Coordinator is authorized to act and/or sign, subject to reviewing the decision beforehand with the Vice President Partnerships & Ecosystem.