

# 2021-2022 **ANNUAL REPORT**



Administration of the Access to Information  
and Protection of the Privacy Act, 2015

**Justice and Public Safety**





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# MESSAGE FROM THE MINISTER

As the Minister responsible for the **Access to Information and Protection of Privacy Act, 2015** (ATIPPA, 2015), I am pleased to present this year's Annual Report.

This year saw an unprecedented number of ATIPP Requests received in our province. In the run of the year government departments, municipalities, crown corporations and other public bodies received 3,734 requests.

The increase in requests shows that a wide variety of applicants including journalists, political parties and individuals are continuing to use this valuable service. As a Government, we remain committed to openness and transparency.

This valuable work could not be done without the consistent efforts of ATIPP Coordinators. Every public body in this province has an ATIPP Coordinator who is responsible for communicating with applicants, gathering records, and identifying appropriate redactions. These coordinators are supported by the ATIPP Office through training, advice and various other resources.

In addition to access to information, the ATIPP Office is also responsible for monitoring and assisting public bodies with privacy compliance. This includes training, reviewing privacy assessments, and general help for any public bodies requesting it. Through these efforts, the ATIPP Office ensures that personal information is collected, used and disclosed appropriately, and that information held by public bodies is protected.



A stylized, handwritten signature in blue ink, consisting of several loops and a long horizontal stroke extending to the right.

Honourable John Hogan  
Minister Responsible for Executive Council – ATIPP Branch



## Overview

ATIPPA, 2015 sets out how public bodies in Newfoundland and Labrador must respond to access to information requests, and how they must protect personal information. The role of the ATIPP Office is to assist these public bodies in complying with the legislation, and to monitor performance as outlined in this report.

Public bodies include government departments, agencies, boards, commissions, Crown corporations, health authorities, educational bodies and municipalities.

### **Providing Assistance**

In order to fulfill our mandate of supporting public bodies in compliance with ATIPPA, 2015, the ATIPP Office:

- operates a help line for public bodies, members of the public and anyone else who has questions about access to information and protection of privacy;
- develops training materials and delivers training sessions for ATIPP coordinators, municipalities, and other public body employees;
- delivers Communities of Practice sessions which are available to ATIPP coordinators across the province;
- maintains policy manuals on access and privacy;
- develops guidance on specific issues including municipal access and privacy, handling privacy breaches, and information protection; and
- conducts privacy assessments on new and existing projects.

### **Monitoring Access and Privacy**

The ATIPP Office also monitors how well public bodies are complying with ATIPPA, 2015. This role includes:

- maintaining statistics on access requests to departments and public bodies, including the outcome of requests, fees charged and response times; and
- monitoring privacy breaches that occur across government.

Information about the ATIPP process and the ATIPP Office can be found online at: [www.gov.nl.ca/atipp](http://www.gov.nl.ca/atipp).

## Highlights of 2021-22

This has been a busy year for access to information, protection of privacy and the ATIPP Office with a record number of requests and a strong focus on training.

In the 2021-22 fiscal year, 3,734 requests were made to government departments and public bodies, up from 2,704 the year before (a 38 percent increase).

In addition, the ATIPP Office continued to facilitate enrollment in the University of Alberta Information Access and Protection of Privacy Certificate program for government department coordinators.

Throughout the year, the ATIPP Office has also supported ATIPP coordinators, public body staff and members of the public through our ATIPP Help Line, fielding over 750 calls on a wide variety of access and privacy issues. During the 2021-22 fiscal year, the Office held over 50 sessions including training, presentation, communities of practice, monthly meetings for coordinators, etc.

The ATIPP Office continues to ensure the ATIPP process is transparent through the Completed ATIPP Request website (<http://atipp-search.gov.nl.ca/>). General requests for government departments are posted on this website so the public can access information that has been disclosed through the ATIPP process.

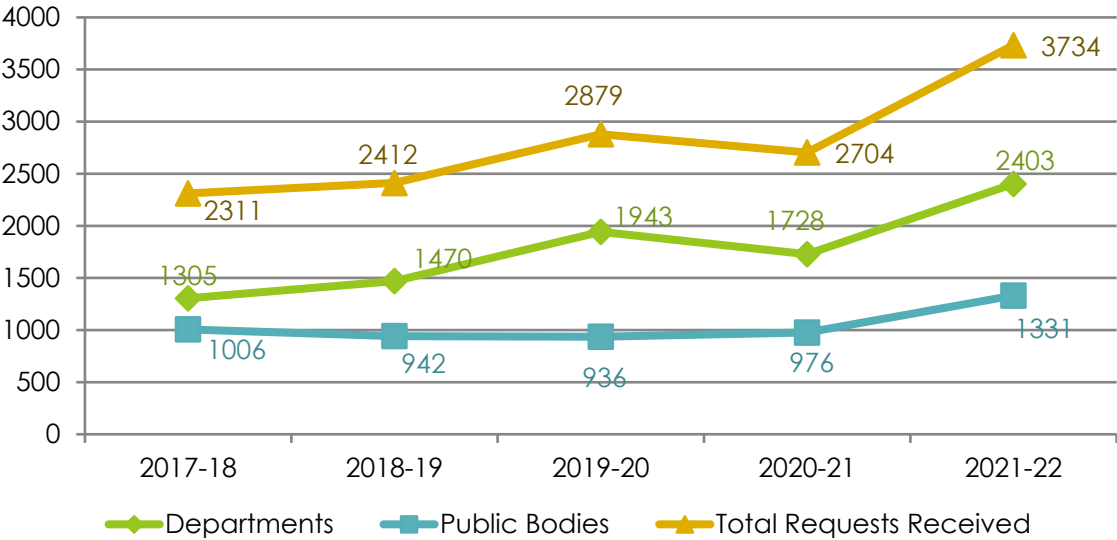


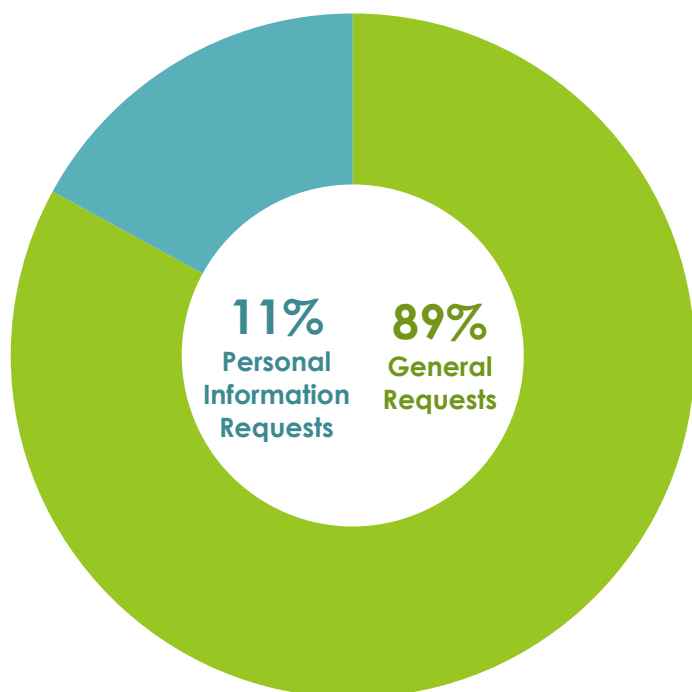
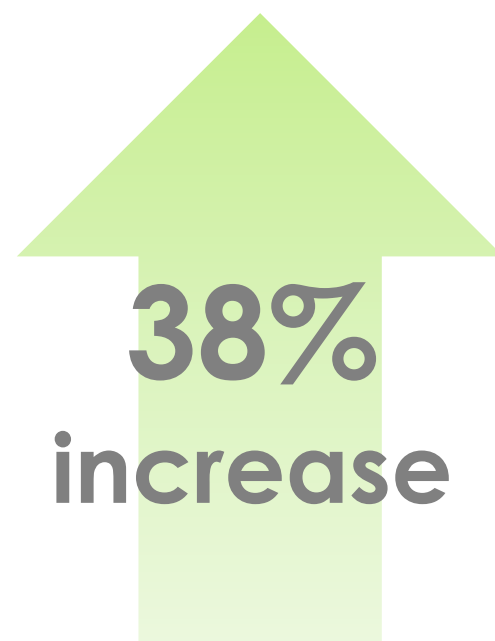
# Report on Performance

## Number of Requests Received

In the 2021-22 fiscal year, a total of 3,734 access requests were made to government departments and public bodies (see Annex A, Table 1). This represents a 38 per cent increase from the previous fiscal year when 2,704 requests were received. Overall, there has been a 62 per cent increase in the number of access requests received by government departments and public bodies over a five-year period (2017-18 to 2021-22).

**Figure 1 – Number of Access Requests by Fiscal Year**

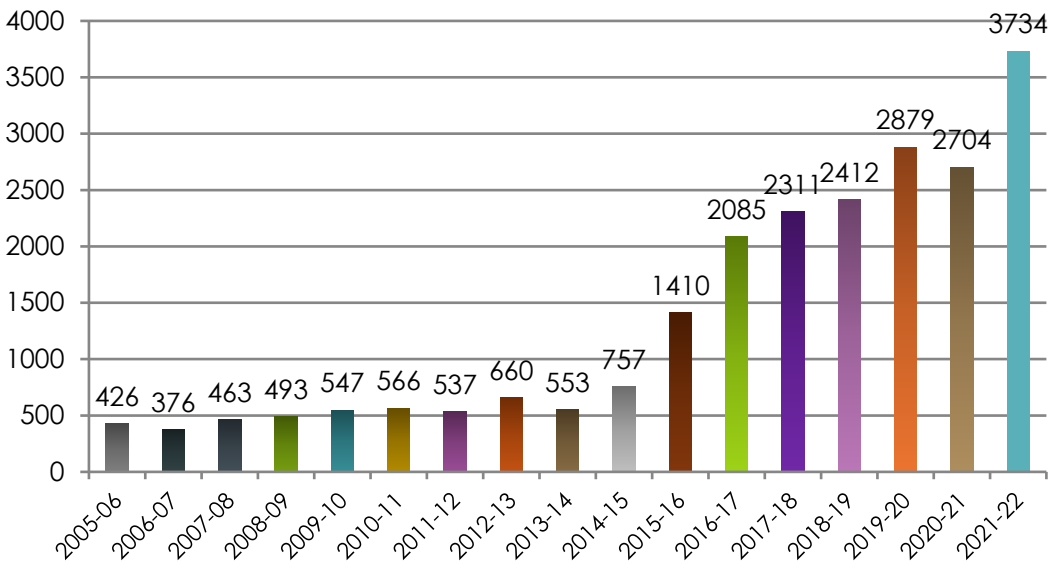




During 2021-22, general requests represented the majority of access to information requests received by all public bodies.

A look at the 17 years since the Act came into force shows an overall increase in the number of access requests received by departments and public bodies. 2021-22 saw the highest number of requests with 3,734 requests, as compared with 2005-06 where 426 requests were received. 2019-20 represented the second highest number of requests, at 2,879. (Figure 2).

**Figure 2 – Number of Access Requests Over 17-Year Period**



Of the 3,734 requests received in 2021-22, the Government of Newfoundland and Labrador received 2,403 (64 per cent) requests, while other public bodies received 1,331 (36 per cent) requests. Of the requests made to government departments and public bodies, 393 (11 per cent) were for personal information – people asking for their own information. The remaining 3,341 (89 per cent) were general requests for records relating to public body activities and programs.

## Response Times to Access Requests

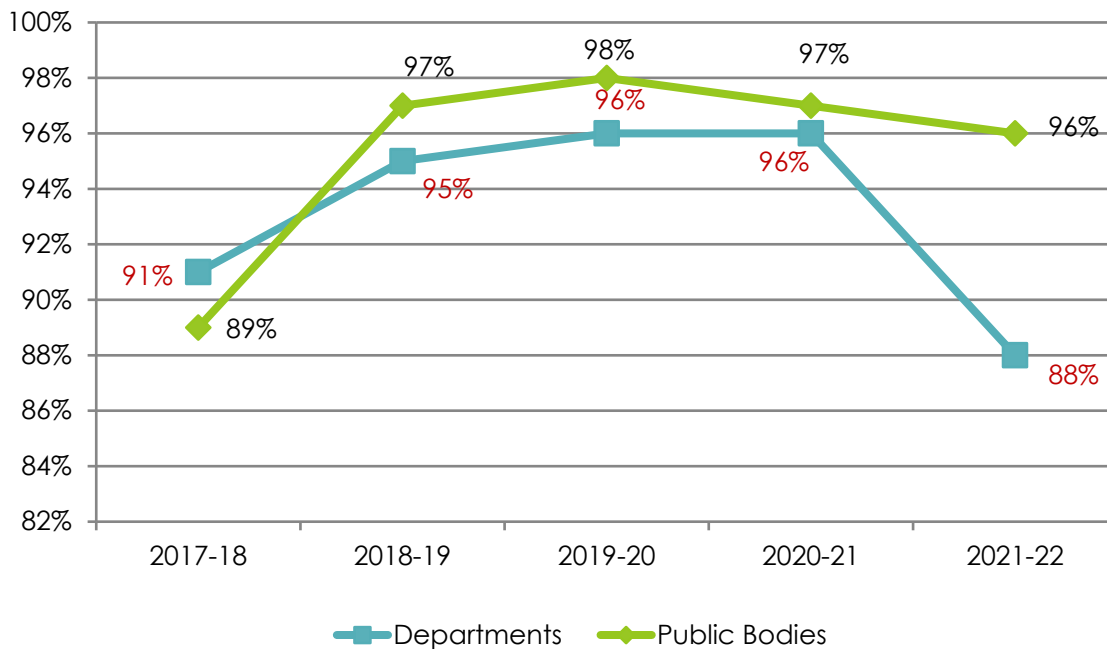
During the 2021-22 fiscal year:

- departments responded to 88 per cent of requests within the legislated timelines<sup>1</sup>; and
- public bodies responded to 96 per cent of requests within the legislated timelines<sup>2</sup>.

<sup>1</sup> At the time of this report, 16 departmental requests had not closed.

<sup>2</sup> At the time of this report, six public body requests had not closed.

**Figure 3 – On-Time Response Timelines for All Requests (General and Personal Information Requests) (2017-18 to 2021-22)**

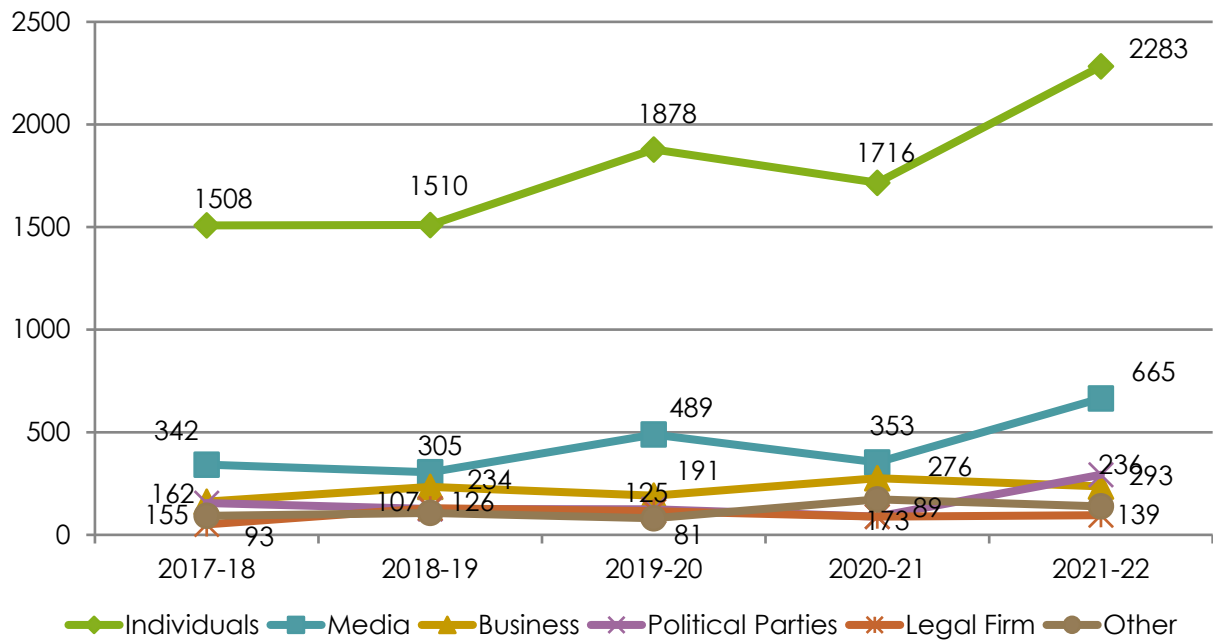


### Requests submitted by Applicant Type

Many different types of people make access to information requests each year. These applicants are divided into eight different categories: individuals, political parties, media, businesses, legal firms, interest groups, researchers and other public bodies.

Individuals, media and political parties made the largest number of requests in 2021-22.

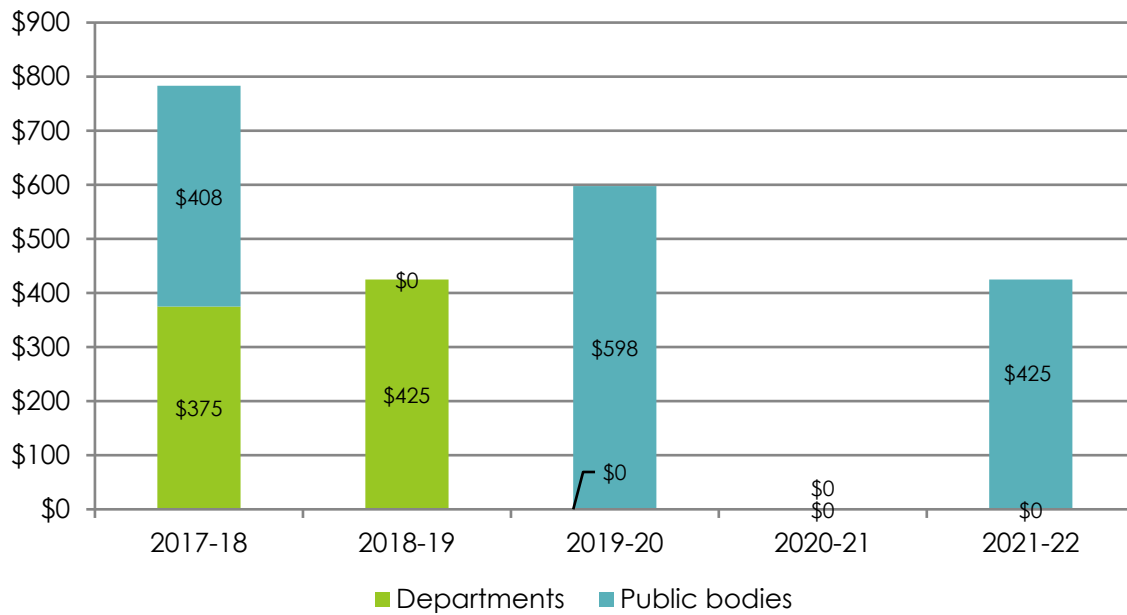
**Figure 4 – Requests by Applicant Type**



### Processing Costs Paid for Access Requests

Total costs of \$425 were paid in 2021-22 as a result of the changes to the Cost Schedule in March 2015. This included the elimination of an application fee; a reduction in what can be charged; and increase in free time provided to applicants before costs can be applied.

**Figure 5 – Processing Costs Paid**



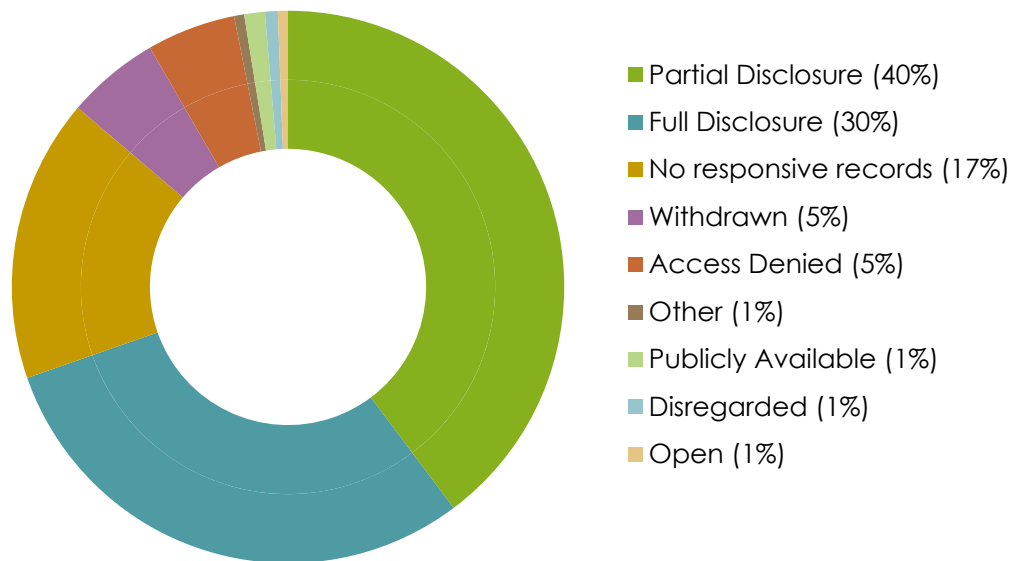
*\*rounded to the nearest dollar*

## Outcomes of Requests

Figure 6 shows the final outcome of requests made to departments and other public bodies in 2021-22. The majority resulted in partial disclosure (40 per cent) or full disclosure (30 per cent).

**Figure 6 – Final Outcome of Access Requests Responded to by Departments and other Public Bodies**

*Note: Percentages do not add up to 100% due to rounding.*



## ATIPP Office Support

In an effort to assist government departments and public bodies understand their roles and responsibilities relating to access to information and the protection of privacy, the ATIPP Office provides advice and guidance to these entities and also responds to public inquiries.

759

calls responded to by the  
ATIPP Office in 2021-22

The ATIPP Office received 759 calls during 2021-22. It is noted that this number reflects several months without in-office operations due to the COVID-19 pandemic.

## Privacy Assessments

Any new government programs must undergo a preliminary privacy impact assessment or a full privacy impact assessment to identify potential privacy risks and ensure compliance with the privacy provisions of the Act.

In 2021-22, the ATIPP Office reviewed 60 privacy assessments of new or existing programs and services to ensure the protection of personal information.

## Training

This fiscal year the ATIPP Office continued to provide various types of training, presentations, etc. for coordinators and public body employees.

**50**

**Training  
sessions/presentations  
held in 2021-22**

In total, 513 people attended 50 different access and privacy training sessions/presentations and 784 completed the online access and privacy training offered through the Government of Newfoundland and Labrador's Centre for Learning and Development.



## Annex A - Detailed Statistical Report

During 2021-22, departments and public bodies received a total of 3,734 general and personal access requests. Public bodies include government agencies, boards, commissions, municipalities, Crown corporations, healthcare and educational bodies.

**Table 1 – Total Number of Requests Received (April 1, 2021 to March 31, 2022)**

REQUEST TYPE	Total	%
General Requests to a Government Department	2271	61%
General Requests to a Public Body	1070	29%
Personal Information Requests to a Government Department	132	4%
Personal Information Requests to a Public Body	261	7%
<b>TOTAL</b>	<b>3734</b>	<b>101%</b>

*Note: Percentages do not add up to 100% due to rounding.*

The listing of government departments is based on the departmental structure at the end of the 2021-22 fiscal year.

### Section A – Volume and Applicant Type

During the 2021-22 fiscal year, a total of 3,734 requests were received by government departments and public bodies. Of these, departments received 2,403 (64 per cent) and public bodies 1,331 (36 per cent).

## General and Personal information requests

**Table 2a – All Requests by Frequency of Applicant Type (April 1, 2021 to March 31, 2022)**

Applicant Type	Departments	Public Bodies	Total	%
Individual	1341	942	<b>2283</b>	<b>61%</b>
Media	596	69	<b>665</b>	<b>18%</b>
Political Party	256	37	<b>293</b>	<b>8%</b>
Business	59	177	<b>236</b>	<b>6%</b>
Legal Firm	47	49	<b>96</b>	<b>3%</b>
Interest Group	33	35	<b>68</b>	<b>2%</b>
Academic / Researcher	46	13	<b>59</b>	<b>2%</b>
Other Public Body	9	3	<b>12</b>	<b>0%</b>
Not Closed	16	6	<b>22</b>	<b>1%</b>
<b>Total</b>	<b>2403</b>	<b>1331</b>	<b>3734</b>	<b>101%</b>

Note: Percentages do not add up to 100% due to rounding.

**Table 2b – All Requests by Department and Applicant Type (April 1, 2021 to March 31, 2022)**

DEPARTMENT	Individual	Media	Political Party	Business	Academic / Researcher	Interest Group	Other Public Body	Not Closed	TOTAL
Children, Seniors and Social Development	40	19	11	0	0	0	0	0	<b>71</b>
Digital Government and Service NL	107	19	7	7	0	1	1	0	<b>145</b>
Education	45	21	16	1	0	3	0	0	<b>87</b>
Environment and Climate Change	62	20	7	13	0	0	1	0	<b>108</b>
Executive Council	30	18	26	0	0	1	0	0	<b>77</b>
Office of Indigenous Affairs and Reconciliation	14	36	8	0	0	0	0	0	<b>59</b>
Intergovernmental Affairs Secretariat	14	12	5	0	0	1	0	0	<b>32</b>
Labrador Affairs Secretariat	9	23	3	0	0	0	0	0	<b>36</b>
Office of the Chief Information Officer	20	0	0	0	0	0	0	0	<b>20</b>
Office of Women and Gender Equality	31	1	0	0	0	0	0	0	<b>32</b>
Treasury Board Secretariat	34	16	8	0	0	0	0	0	<b>60</b>
Finance	39	35	13	0	0	0	0	0	<b>88</b>

DEPARTMENT	Individual	Media	Political Party	Business	Academic/ Researcher	Interest Group	Other Public Body	Not Closed	TOTAL
Fisheries, Forestry and Agriculture	82	22	16	8	1	3	1	1	137
Health and Community Services	259	28	13	0	6	15	0	10	332
Immigration, Population Growth and Skills	9	20	7	0	9	1	0	0	46
Industry, Energy and Technology	240	114	21	0	0	0	0	2	378
Justice and Public Safety	92	49	20	1	30	7	0	2	216
Municipal and Provincial Affairs	62	22	8	11	0	0	2	1	111
Premier's Office	54	61	28	0	0	1	0	0	145
Tourism, Culture, Arts and Recreation	25	24	11	0	0	0	0	0	60
Transportation and Infrastructure	73	36	28	18	0	0	4	0	163
<b>Total by applicant type</b>	<b>1341</b>	<b>596</b>	<b>256</b>	<b>59</b>	<b>46</b>	<b>33</b>	<b>9</b>	<b>16</b>	<b>2403</b>
<b>Percentage %</b>	<b>56%</b>	<b>25%</b>	<b>11%</b>	<b>3%</b>	<b>2%</b>	<b>1%</b>	<b>0%</b>	<b>1%</b>	<b>101%</b>

Note: Percentages do not add up to 100% due to rounding.

**Table 2c – All Requests by Public Body and Applicant Type (April 1, 2021 to March 31, 2022)**

PUBLIC BODY	Individual	Business	Media	Legal Firm	Political Party	Interest Group	Academic/ Researcher	Other Public Body	Not closed	TOTAL
Central Health	13	3	4	0	5	6	1	0	0	32
Centre for Health Information	36	0	0	0	0	0	0	0	0	36
City of Corner Brook	11	0	0	0	0	0	0	0	0	11
City of Mount Pearl	7	1	0	0	0	0	0	0	0	8
City of St. John's	83	20	6	7	0	3	1	0	0	120
College of the North Atlantic	10	0	0	0	0	0	0	0	0	10
Conseil scolaire francophone provincial de terra-neuve-et-labrador	4	0	5	0	1	2	3	0	0	15
Eastern Health	129	0	1	0	0	0	0	0	0	130
Independent appointments commission	2	0	0	0	0	0	0	0	0	2
Labrador-Grenfell Health	17	1	4	0	0	0	0	1	0	23
Memorial University	184	7	6	3	10	5	0	0	0	215
Municipal Assessments Agency	11	0	0	0	0	0	0	0	0	11
Nalcor	17	9	1	0	0	0	3	0	0	30

PUBLIC BODY	Individual	Business	Media	Legal Firm	Political Party	Interest Group	Academic/ Researcher	Other Public Body	Not closed	TOTAL
NL 911	3	0	0	0	0	0	0	0	0	<b>3</b>
NL Film Development Corp.	0	0	0	0	1	0	0	0	0	<b>1</b>
NL Housing Corporation	11	0	10	0	4	0	0	0	1	<b>26</b>
NL HYDRO	11	2	2	0	1	0	2	0	0	<b>18</b>
NL Liquor Corporation	8	1	5	0	0	0	0	0	0	<b>14</b>
NL English School District	35	13	1	3	3	5	1	0	0	<b>61</b>
NL Legal Aid	2	0	0	0	0	0	0	0	0	<b>2</b>
Office of the Chief Medical Examiner	2	0	1	0	0	0	0	0	0	<b>3</b>
Office of the High Sheriff	3	0	0	0	0	0	0	0	0	<b>3</b>
OilCo	1	0	0	1	0	0	0	1	0	<b>3</b>
Provincial Information and Library Resources Board	3	0	0	0	0	0	0	0	0	<b>3</b>
Public Procurement Agency	5	2	0	0	1	0	0	0	0	<b>8</b>
Public Service Commission	20	0	0	1	1	0	0	0	0	<b>22</b>
Public Utilities Board	10	0	0	1	0	0	0	0	0	<b>11</b>
Royal Newfoundland Constabulary	132	104	8	23	4	1	1	0	0	<b>273</b>
Serious Incident Response Team	0	0	1	2	0	0	0	0	0	<b>3</b>
Baie Verte	1	0	0	0	0	0	0	0	0	<b>1</b>
Bauline	3	0	0	0	0	0	0	0	0	<b>3</b>
Bay Bulls	2	0	0	0	0	0	0	0	0	<b>2</b>
Carbonear	3	0	0	0	0	0	0	0	0	<b>3</b>
Conception Bay South	23	2	0	1	0	0	0	0	0	<b>26</b>
Clarenville	2	0	1	0	0	0	0	0	1	<b>4</b>
Come-by-Chance	2	0	1	3	0	0	0	0	0	<b>6</b>
Deer Lake	0	0	0	0	0	0	0	1	0	<b>1</b>
Gander	3	1	0	0	0	0	0	0	0	<b>4</b>
Grand Falls-Windsor	3	0	0	0	0	2	0	0	0	<b>5</b>
Happy Valley-Goose Bay	4	0	6	0	0	0	0	0	1	<b>11</b>
Harbour Grace	0	0	2	0	0	0	0	0	1	<b>3</b>
Harbour Main	3	0	0	0	0	0	0	0	0	<b>3</b>
Holyrood	4	0	0	0	0	0	0	0	0	<b>4</b>
Irishtown-Summerside	1	0	0	0	0	0	0	0	0	<b>1</b>
Labrador City	2	0	0	0	0	0	0	0	0	<b>2</b>
Lewisporte	1	0	0	0	0	0	0	0	0	<b>1</b>
Logy Bay	1	0	0	0	0	0	0	0	0	<b>1</b>
Long Harbour	0	0	0	1	0	0	0	0	0	<b>1</b>
Marystown	9	1	0	0	0	0	0	0	0	<b>10</b>

PUBLIC BODY	Individual	Business	Media	Legal Firm	Political Party	Interest Group	Academic/ Researcher	Other Public Body	Not closed	TOTAL
Paradise	22	1	1	2	0	0	0	0	0	<b>26</b>
Placentia	3	1	0	0	0	0	0	0	0	<b>4</b>
Portugal Cove-St. Phillips	14	0	0	0	1	0	0	0	0	<b>15</b>
Roddickton-Bide Arm	1	0	0	0	0	0	0	0	0	<b>1</b>
Salvage	0	1	0	0	0	0	0	0	0	<b>1</b>
Small Point-Adam's Cove	1	0	0	0	0	0	0	0	0	<b>1</b>
St. George's	7	0	0	0	0	0	0	0	0	<b>7</b>
Steady Brook	1	0	0	0	0	0	0	0	0	<b>1</b>
Stephenville	3	0	0	0	0	0	0	0	0	<b>3</b>
Torbay	3	1	0	1	0	0	0	0	1	<b>6</b>
Wabush	1	0	0	0	0	0	0	0	0	<b>1</b>
Witless Bay	9	0	1	0	0	0	0	0	1	<b>11</b>
Western Health	21	4	2	0	2	10	1	0	0	<b>40</b>
Workplace Health, Safety and Compensation Review Division	5	0	0	0	0	0	0	0	0	<b>5</b>
Workplace NL	14	2	0	0	3	1	0	0	0	<b>20</b>
<b>Total</b>	<b>942</b>	<b>177</b>	<b>69</b>	<b>49</b>	<b>37</b>	<b>35</b>	<b>13</b>	<b>3</b>	<b>6</b>	<b>1331</b>
<b>Percentages (%)</b>	<b>71%</b>	<b>13%</b>	<b>5%</b>	<b>4%</b>	<b>3%</b>	<b>3%</b>	<b>1%</b>	<b>0%</b>	<b>1%</b>	<b>101%</b>

Note: Percentages do not add up to 100% due to rounding.

## General requests

**Table 2d – General Requests by Frequency of Applicant Type (April 1, 2021 to March 31, 2022)**

Applicant Type	Departments	Public Bodies	Total	%
Individual	1223	772	<b>1995</b>	<b>60%</b>
Media	595	68	<b>663</b>	<b>20%</b>
Political Party	256	37	<b>293</b>	<b>9%</b>
Business	58	106	<b>164</b>	<b>5%</b>
Legal Firm	38	30	<b>68</b>	<b>2%</b>
Interest Group	32	35	<b>67</b>	<b>2%</b>
Academic/ Researcher	46	13	<b>59</b>	<b>2%</b>
Other Public Body	9	3	<b>12</b>	<b>0%</b>
Not Closed	14	6	<b>20</b>	<b>1%</b>
<b>Total</b>	<b>2271</b>	<b>1070</b>	<b>3341</b>	<b>101%</b>

Note: Percentages do not add up to 100% due to rounding.

**Table 2e – General Requests by Department and Applicant Type (April 1, 2021 to March 31, 2022)**

DEPARTMENT	Individual	Media	Political Party	Business	Academic/ Researcher	Legal Firm	Interest Group	Other Public Body	Not Closed	TOTAL
Children, Seniors and Social Development	36	19	11	0	0	1	0	0	0	<b>67</b>
Digital Government and Service NL	93	19	7	7	0	2	1	1	0	<b>130</b>
Education	37	21	16	1	0	0	3	0	0	<b>78</b>
Environment and Climate Change	60	20	7	13	0	5	0	1	0	<b>106</b>
Executive Council	28	18	26	0	0	2	1	0	0	<b>75</b>
Office of Indigenous Affairs and Reconciliation	14	36	8	0	0	1	0	0	0	<b>59</b>
Intergovernmental Affairs Secretariat	14	12	5	0	0	0	1	0	0	<b>32</b>
Labrador Affairs Secretariat	9	23	3	0	0	1	0	0	0	<b>36</b>
Office of the Chief Information Officer	18	0	0	0	0	0	0	0	0	<b>18</b>
Treasury Board Secretariat	19	16	8	0	0	2	0	0	0	<b>45</b>
Office of Women and Gender Equality	31	1	0	0	0	0	0	0	0	<b>32</b>
Finance	38	34	13	0	0	1	0	0	0	<b>86</b>
Fisheries, Forestry and Agriculture	76	22	16	8	1	2	3	1	1	<b>130</b>
Health and Community Services	251	28	13	0	6	1	15	0	10	<b>324</b>
Industry, Energy and Technology	235	114	21	0	0	1	0	0	2	<b>373</b>
Immigration, Population Growth and Skills	8	20	7	0	9	0	0	0	0	<b>44</b>
Justice and Public Safety	56	49	20	1	30	9	7	0	0	<b>172</b>
Municipal and Provincial Affairs	55	22	8	10	0	5	0	2	1	<b>103</b>
Premier's Office	50	61	28	0	0	1	1	0	0	<b>141</b>
Tourism, Culture, Arts and Recreation	25	24	11	0	0	0	0	0	0	<b>60</b>
Transportation and Infrastructure	70	36	28	18	0	4	0	4	0	<b>160</b>
<b>Total</b>	<b>1223</b>	<b>595</b>	<b>256</b>	<b>58</b>	<b>46</b>	<b>38</b>	<b>32</b>	<b>9</b>	<b>14</b>	<b>2271</b>
<b>Percentage %</b>	<b>54%</b>	<b>26%</b>	<b>11%</b>	<b>3%</b>	<b>2%</b>	<b>2%</b>	<b>1%</b>	<b>0%</b>	<b>1%</b>	<b>100%</b>

**Table 2f – General Requests by Public Body and Applicant Type (April 1, 2021 to March 31, 2022)**

PUBLIC BODY	Individual	Business	Media	Political Party	Interest Group	Legal Firm	Academic/ Researcher	Other Public Body	Not closed	TOTAL
Central Health	12	3	4	5	6	0	1	0	0	<b>31</b>
Centre for Health Information	34	0	0	0	0	0	0	0	0	<b>34</b>
City of Corner Brook	11	0	0	0	0	0	0	0	0	<b>11</b>
City of Mount Pearl	7	1	0	0	0	0	0	0	0	<b>8</b>
City of St. John's	77	20	6	0	3	7	1	0	0	<b>114</b>
College of the North Atlantic	3	0	0	0	0	0	0	0	0	<b>3</b>
Conseil scolaire francophone provincial de terra-neuve-et-labrador	3	0	5	1	2	0	3	0	0	<b>14</b>
Eastern Health	128	0	1	0	0	0	0	0	0	<b>129</b>
Independent appointments commission	2	0	0	0	0	0	0	0	0	<b>2</b>
Labrador-Grenfell Health	16	1	4	0	0	0	0	1	0	<b>22</b>
Memorial University	156	7	6	10	5	3	0	0	0	<b>187</b>
Municipal Assessments Agency	11	0	0	0	0	0	0	0	0	<b>11</b>
Nalcor	17	9	1	0	0	0	3	0	0	<b>30</b>
NL Film Development Corp	0	0	0	1	0	0	0	0	0	<b>1</b>
NL Housing Corporation	9	0	9	4	0	0	0	0	1	<b>23</b>
NL HYDRO	11	2	2	1	0	0	2	0	0	<b>18</b>
NL Liquor Corporation	8	1	5	0	0	0	0	0	0	<b>14</b>
NL English School District	24	11	1	3	5	2	1	0	0	<b>47</b>
Office of the Chief Medical Examiner	2	0	1	0	0	0	0	0	0	<b>3</b>
Office of the High Sheriff	2	0	0	0	0	0	0	0	0	<b>2</b>
OilCo	1	0	0	0	0	1	0	1	0	<b>3</b>
Provincial Information and Library Resources Board	3	0	0	0	0	0	0	0	0	<b>3</b>
Public Procurement Agency	5	2	0	1	0	0	0	0	0	<b>8</b>
Public Service Commission	12	0	0	1	0	0	0	0	0	<b>13</b>
Public Utilities Board	10	0	0	0	0	1	0	0	0	<b>11</b>
Royal Newfoundland Constabulary	55	35	8	4	1	7	1	0	0	<b>111</b>
Serious Incident Response Team	0	0	1	0	0	2	0	0	0	<b>3</b>
Bauline	3	0	0	0	0	0	0	0	0	<b>3</b>
Bay Bulls	2	0	0	0	0	0	0	0	0	<b>2</b>
Carbonear	3	0	0	0	0	0	0	0	0	<b>3</b>
Conception Bay South	21	2	0	0	0	1	0	0	0	<b>24</b>
Clarenville	1	0	1	0	0	0	0	0	1	<b>3</b>
Come-by-Chance	2	0	1	0	0	2	0	0	0	<b>5</b>

PUBLIC BODY	Individual	Business	Media	Political Party	Interest Group	Legal Firm	Academic/ Researcher	Other Public Body	Not closed	TOTAL
Deer Lake	0	0	0	0	0	0	0	1	0	1
Gander	3	1	0	0	0	0	0	0	0	4
Grand Falls-Windsor	3	0	0	0	2	0	0	0	0	5
Happy Valley-Goose Bay	4	0	6	0	0	0	0	0	1	11
Harbour Grace	0	0	2	0	0	0	0	0	1	3
Harbour Main	2	0	0	0	0	0	0	0	0	2
Holyrood	4	0	0	0	0	0	0	0	0	4
Irishtown-Summerside	1	0	0	0	0	0	0	0	0	1
Labrador City	2	0	0	0	0	0	0	0	0	2
Lewisporte	1	0	0	0	0	0	0	0	0	1
Logy Bay	1	0	0	0	0	0	0	0	0	1
Long Harbour	0	0	0	0	0	1	0	0	0	1
Marystown	7	1	0	0	0	0	0	0	0	8
Paradise	19	1	1	0	0	2	0	0	0	23
Placentia	3	1	0	0	0	0	0	0	0	4
Portugal Cove- St. Phillips	14	0	0	1	0	0	0	0	0	15
Roddickton-Bide Arm	1	0	0	0	0	0	0	0	0	1
Salvage	0	1	0	0	0	0	0	0	0	1
St. George's	7	0	0	0	0	0	0	0	0	7
Steady Brook	1	0	0	0	0	0	0	0	0	1
Stephenville	3	0	0	0	0	0	0	0	0	3
Torbay	3	1	0	0	0	1	0	0	1	6
Wabush	1	0	0	0	0	0	0	0	0	1
Witless Bay	9	0	1	0	0	0	0	0	1	11
Western Health	20	4	2	2	10	0	1	0	0	39
Workplace Health, Safety and Compensation Review Division	1	0	0	0	0	0	0	0	0	1
Workplace NL	11	2	0	3	1	0	0	0	0	17
<b>TOTAL</b>	<b>772</b>	<b>106</b>	<b>68</b>	<b>37</b>	<b>35</b>	<b>30</b>	<b>13</b>	<b>3</b>	<b>6</b>	<b>1070</b>
<b>%</b>	<b>72%</b>	<b>10%</b>	<b>6%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>1%</b>	<b>0%</b>	<b>1%</b>	<b>99%</b>

Note: Percentages do not add up to 100% due to rounding.



## Personal information requests

**Table 2g – Personal Requests by Frequency of Applicant Type (April 1, 2021 to March 31, 2022)**

Applicant Type	Departments	Public Bodies	Total	%
Individual	118	170	288	<b>73%</b>
Business	1	71	72	<b>18%</b>
Legal Firm	9	19	28	<b>7%</b>
Media	1	1	2	<b>1%</b>
Interest Group	1	0	1	<b>1%</b>
Not Closed	2	0	2	<b>1%</b>
<b>Total</b>	<b>132</b>	<b>261</b>	<b>393</b>	<b>100%</b>

**Table 2i – Personal Requests by Department and Applicant Type (April 1, 2021 to March 31, 2022)**

DEPARTMENT	Individual	Legal Firm	Business	Media	Interest Groups	Open	TOTAL
Children, Seniors and Social Development	4	0	0	0	0	0	<b>4</b>
Digital Government and Service NL	14	1	0	0	0	0	<b>15</b>
Education	8	1	0	0	0	0	<b>9</b>
Environment, Climate Change and Municipalities	2	0	0	0	0	0	<b>2</b>
Executive Council	2	0	0	0	0	0	<b>2</b>
Office of the Chief Information Officer	2	0	0	0	0	0	<b>2</b>
Treasury Board Secretariat	15	0	0	0	0	0	<b>15</b>
Finance	1	0	0	1	0	0	<b>2</b>
Fisheries, Forestry and Agriculture	6	1	0	0	0	0	<b>7</b>
Health and Community Services	8	0	0	0	0	0	<b>8</b>
Industry, Energy and Technology	5	0	0	0	0	0	<b>5</b>
Immigration, Population Growth and Skills	1	0	0	0	1	0	<b>2</b>
Justice and Public Safety	36	6	0	0	0	2	<b>44</b>
Municipal and Provincial Affairs	7	0	1	0	0	0	<b>8</b>
Premier's Office	4	0	0	0	0	0	<b>4</b>
Transportation and Infrastructure	3	0	0	0	0	0	<b>3</b>
<b>Total</b>	<b>118</b>	<b>9</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>132</b>
<b>Percentage %</b>	<b>89%</b>	<b>7%</b>	<b>1%</b>	<b>1%</b>	<b>1%</b>	<b>2%</b>	<b>101%</b>

Note: Percentages do not add up to 100% due to rounding.

**Table 2i – Personal Requests by Public Body and Applicant Type (April 1, 2021 to March 31, 2022)**

<b>PUBLIC BODY</b>	<b>Individual</b>	<b>Business</b>	<b>Legal Firm</b>	<b>Media</b>	<b>TOTAL</b>
Central Health	1	0	0	0	<b>1</b>
Centre for Health Information	2	0	0	0	<b>2</b>
City of St. John's	6	0	0	0	<b>6</b>
College of the North Atlantic	7	0	0	0	<b>7</b>
Conseil scolaire francophone provincial de terre-neuve-et-labrador	1	0	0	0	<b>1</b>
Eastern Health	1	0	0	0	<b>1</b>
Labrador-Grenfell Health	1	0	0	0	<b>1</b>
Memorial University	28	0	0	0	<b>28</b>
NL 911	3	0	0	0	<b>3</b>
NL Housing Corporation	2	0	0	1	<b>3</b>
NL English School District	11	2	1	0	<b>14</b>
NL Legal Aid	2	0	0	0	<b>2</b>
Office of the High Sheriff	1	0	0	0	<b>1</b>
Public Service Commission	8	0	1	0	<b>9</b>
Royal Newfoundland Constabulary	77	69	16	0	<b>162</b>
Baie Verte	1	0	0	0	<b>1</b>
Conception Bay South	2	0	0	0	<b>2</b>
Clarenville	1	0	0	0	<b>1</b>
Come-by-Chance	0	0	1	0	<b>1</b>
Harbour Main	1	0	0	0	<b>1</b>
Marystown	2	0	0	0	<b>2</b>
Paradise	3	0	0	0	<b>3</b>
Small Point – Adam's Cove	1	0	0	0	<b>1</b>
Western Health	1	0	0	0	<b>1</b>
Workplace Health, Safety and Compensation Review Division	4	0	0	0	<b>4</b>
Workplace NL	3	0	0	0	<b>3</b>
<b>TOTAL</b>	<b>170</b>	<b>71</b>	<b>19</b>	<b>1</b>	<b>261</b>
<b>Percentage %</b>	<b>65%</b>	<b>27%</b>	<b>7%</b>	<b>0%</b>	<b>99%</b>

Note: Percentages do not add up to 100% due to rounding.

## Section B – Costs

Section 25 of the Act gives the Minister responsible for the Act the right to establish a Cost Schedule which outlines the applicable costs for access to information requests (see Annex C). There is no application fee, however, applicants can be charged \$25 per hour for locating records; 25 cents per page for photocopying; and associated shipping costs. For municipalities, fees are not charged for the first 10 hours of time spent locating records. For all other public bodies, fees are not charged for the first 15 hours of time spent locating records. The head of a public body may waive the requirement to pay any fees if payment would impose an unreasonable financial hardship on the applicant or is in the public interest. In 2021-22, a total of \$425 in costs were paid by applicants to for access requests:

- Town of Holyrood - \$425

## Section C – Final Outcomes

Responding to requests can result in a range of possible outcomes. The outcome may be full or partial disclosure of information; the applicant may withdraw or abandon the request; the record may not exist or may already be available in the public domain; or access to the records may be denied. Partial disclosure means exceptions have been applied and some information has been redacted in accordance with the legislation.

### General and Personal information requests

**Table 4a – All Requests by Final Outcome (April 1, 2021 to March 31, 2022)**

Final outcome	Departments	Public Bodies	Total	%
Partial disclosure	950	535	1485	40%
Full disclosure	624	492	1116	30%
No responsive records	515	104	619	17%
Withdrawn	162	41	203	5%
Access denied	59	135	194	5%
Publicly Available	36	9	45	1%
Disregarded	23	5	28	1%
Other	11	2	13	0%
Neither confirm/deny	6	2	8	0%
Abandoned	1	0	1	0%
Not Closed	16	6	22	1%
<b>Total</b>	<b>2403</b>	<b>1331</b>	<b>3734</b>	<b>100%</b>

**Table 4b – Final Outcome of All Requests by Department (April 1, 2021 to March 31, 2022)**

DEPARTMENT	Partial Disclosure	Full Disclosure	No responsive records	Withdrawn	Access denied	Publicly Available	Disregarded	Other	Neither Confirm/Deny	Abandoned	Not Closed	TOTAL
Children, Seniors and Social Development	23	29	7	11	1	0	0	0	0	0	0	71
Digital Government and Service NL	68	26	20	12	9	4	2	3	1	0	0	145
Education	37	25	12	7	6	0	0	0	0	0	0	87
Environment, Climate Change and Municipalities	51	35	9	10	0	1	0	0	2	0	0	108
Executive Council	24	11	36	4	0	1	0	1	0	0	0	77
Office of Indigenous Affairs and Reconciliation	36	11	11	0	1	0	0	0	0	0	0	59
Intergovernmental Affairs Secretariat	11	10	11	0	0	0	0	0	0	0	0	32
Labrador Affairs Secretariat	15	10	9	0	1	0	0	1	0	0	0	36
Office of the Chief Information Officer	5	6	4	1	2	0	1	1	0	0	0	20
Office of Women and Gender Equity	8	20	1	0	1	0	2	0	0	0	0	32
Treasury Board Secretariat	19	20	12	4	5	0	0	0	0	0	0	60
Finance	24	23	30	2	2	6	1	0	0	0	0	88
Fisheries, Forestry and Agriculture	66	45	10	9	0	4	1	0	0	0	1	137
Health and Community Services	92	82	90	30	12	7	5	2	2	0	10	332
Immigration, Population Growth and Skills	21	8	9	7	1	0	0	0	0	0	0	46
Industry, Energy and Technology	193	76	91	11	3	2	0	0	0	0	2	378
Justice and Public Safety	101	40	46	5	9	1	10	2	0	0	2	216
Municipal and Provincial Affairs	35	21	31	19	2	1	0	0	1	0	1	111
Premier's Office	65	33	44	2	0	1	0	0	0	0	0	145
Tourism, Culture, Arts and Recreation	23	18	12	3	1	3	0	0	0	0	0	60
Transportation and Infrastructure	33	75	20	25	3	5	1	1	0	1	0	163
<b>Total</b>	<b>950</b>	<b>624</b>	<b>515</b>	<b>162</b>	<b>59</b>	<b>36</b>	<b>23</b>	<b>11</b>	<b>6</b>	<b>1</b>	<b>16</b>	<b>2403</b>
<b>Percentage %</b>	<b>40%</b>	<b>26%</b>	<b>21%</b>	<b>7%</b>	<b>2%</b>	<b>1%</b>	<b>1%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>1%</b>	<b>100%</b>

Of the 2,403 requests received to by departments, 1,574 (66 per cent) resulted in partial or full disclosure, 515 (21 per cent) were for information where there were

no responsive records, access was denied in 59 (two per cent) requests, while 162 (seven per cent) were withdrawn.

**Table 4c – Final Outcome of All Requests by Public Body (April 1, 2021 to March 31, 2022)**

PUBLIC BODY	Partial Disclosure	Full Disclosure	Access denied	No responsive records	Withdrawn	Publicly Available	Disregarded	Neither Confirm/Deny	Other	Abandoned	Not Closed	TOTAL
Central Health	8	23	0	0	1	0	0	0	0	0	0	32
Centre for Health Information	19	11	0	6	0	0	0	0	0	0	0	36
City of Corner Brook	10	1	0	0	0	0	0	0	0	0	0	11
City of Mount Pearl	5	2	0	0	0	0	1	0	0	0	0	8
City of St. John's	62	44	8	3	2	1	0	0	0	0	0	120
College of the North Atlantic	8	2	0	0	0	0	0	0	0	0	0	10
Conseil scolaire francophone provincial de terra-neuve-et-labrador	1	12	0	2	0	0	0	0	0	0	0	15
Eastern Health	35	74	1	17	3	0	0	0	0	0	0	130
Independent Appointments Commission	0	0	0	2	0	0	0	0	0	0	0	2
Labrador-Grenfell Health	3	16	0	0	4	0	0	0	0	0	0	23
Memorial University	119	59	1	17	9	5	4	0	1	0	0	215
Municipal Assessment Agency	5	4	0	2	0	0	0	0	0	0	0	11
Nalcor	8	16	1	5	0	0	0	0	0	0	0	30
NL 911	0	2	1	0	0	0	0	0	0	0	0	3
NL Film Development Corporation	1	0	0	0	0	0	0	0	0	0	0	1
NL Housing Corporation	7	16	1	0	1	0	0	0	0	0	1	26
NL Hydro	10	5	1	1	1	0	0	0	0	0	0	18
Newfoundland Liquor Corporation	3	10	1	0	0	0	0	0	0	0	0	14
NL English School District	33	16	1	4	4	3	0	0	0	0	0	61
NL Legal Aid	0	2	0	0	0	0	0	0	0	0	0	2
Office of the Chief Medical Examiner	2	0	0	1	0	0	0	0	0	0	0	3
Office of the High Sheriff	1	0	0	0	0	0	0	1	1	0	0	3
OilCo	2	1	0	0	0	0	0	0	0	0	0	3
Provincial Information and Library Resources Board	0	3	0	0	0	0	0	0	0	0	0	3
Public Procurement Agency	5	2	1	0	0	0	0	0	0	0	0	8
Public Service Commission	11	7	0	0	4	0	0	0	0	0	0	22
Public Utilities Board	1	9	0	1	0	0	0	0	0	0	0	11
Royal Newfoundland Constabulary	102	36	108	24	3	0	0	0	0	0	0	273

PUBLIC BODY	Partial Disclosure	Full Disclosure	Access denied	No responsive records	Withdrawn	Publicly Available	Disregarded	Neither Confirm/Deny	Other	Abandoned	Not Closed	TOTAL
Serious Incident Response Team	1	1	0	0	1	0	0	0	0	0	0	3
Baie Verte	1	0	0	0	0	0	0	0	0	0	0	1
Bauline	0	3	0	0	0	0	0	0	0	0	0	3
Bay Bulls	1	0	0	1	0	0	0	0	0	0	0	2
Carbonear	0	3	0	0	0	0	0	0	0	0	0	3
Conception Bay South	15	6	1	2	2	0	0	0	0	0	0	26
Clarenville	2	1	0	0	0	0	0	0	0	0	1	4
Come-by-Chance	3	2	1	0	0	0	0	0	0	0	0	6
Deer Lake	0	1	0	0	0	0	0	0	0	0	0	1
Gander	0	3	0	1	0	0	0	0	0	0	0	4
Grand Falls-Windsor	2	2	1	0	0	0	0	0	0	0	0	5
Happy Valley-Goose Bay	4	5	1	0	0	0	0	0	0	0	1	11
Harbour Grace	1	1	0	0	0	0	0	0	0	0	1	3
Harbour Main	0	3	0	0	0	0	0	0	0	0	0	3
Holyrood	0	4	0	0	0	0	0	0	0	0	0	4
Irishtown-Summerside	0	1	0	0	0	0	0	0	0	0	0	1
Labrador City	0	2	0	0	0	0	0	0	0	0	0	2
Lewisporte	0	1	0	0	0	0	0	0	0	0	0	1
Logy Bay	0	1	0	0	0	0	0	0	0	0	0	1
Long Harbour	0	0	0	1	0	0	0	0	0	0	0	1
Marystown	4	3	1	2	0	0	0	0	0	0	0	10
Paradise	15	9	1	1	0	0	0	0	0	0	0	26
Placentia	0	4	0	0	0	0	0	0	0	0	0	4
Portugal Cove-St. Phillips	7	5	0	3	0	0	0	0	0	0	0	15
Roddickton-Bide Arm	0	0	0	1	0	0	0	0	0	0	0	1
Salvage	1	0	0	0	0	0	0	0	0	0	0	1
Small Point – Adam's Cove	1	0	0	0	0	0	0	0	0	0	0	1
St. George's	0	6	0	1	0	0	0	0	0	0	0	7
Steady Brook	1	0	0	0	0	0	0	0	0	0	0	1
Stephenville	1	1	1	0	0	0	0	0	0	0	0	3
Torbay	0	3	0	0	1	0	0	1	0	0	1	6
Wabush	0	1	0	0	0	0	0	0	0	0	0	1
Witless Bay	5	3	1	1	0	0	0	0	0	0	1	11
Western Health	7	22	2	4	5	0	0	0	0	0	0	40
Workplace Health, Safety and Compensation Review Division	1	4	0	0	0	0	0	0	0	0	0	5

PUBLIC BODY	Partial Disclosure	Full Disclosure	Access denied	No responsive records	Withdrawn	Publicly Available	Disregarded	Neither Confirm/Deny	Other	Abandoned	Not Closed	TOTAL
Workplace NL	1	18	0	1	0	0	0	0	0	0	0	20
<b>TOTAL</b>	<b>535</b>	<b>492</b>	<b>135</b>	<b>104</b>	<b>41</b>	<b>9</b>	<b>5</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>6</b>	<b>1331</b>
<b>Percentage %</b>	<b>40%</b>	<b>37%</b>	<b>10%</b>	<b>8%</b>	<b>3%</b>	<b>1%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>99%</b>

Note: Percentages do not add up to 100% due to rounding.

Of the 1,331 requests received by public bodies, 1,027 (77 per cent) resulted in full or partial disclosure, access was denied in 135 (10 percent) requests, and 104 (eight per cent) were for information where there were no responsive records.

### General requests

**Table 4d – General Requests by Final Outcome (April 1, 2021 to March 31, 2022)**

Final outcome	Departments	Public Bodies	Total	%
Partial disclosure	893	409	1302	39%
Full disclosure	612	449	1061	32%
No responsive records	499	89	588	18%
Withdrawn	140	32	172	5%
Access denied	54	70	124	4%
Publicly Available	36	9	45	1%
Disregarded	13	3	16	0%
Other	6	1	7	0%
Neither confirm/deny	3	2	5	0%
Abandoned	1	0	1	0%
Not Closed	14	6	20	1%
<b>Total</b>	<b>2271</b>	<b>1070</b>	<b>3341</b>	<b>100%</b>

**Table 4e – Final Outcome of General Requests by Department (April 1, 2021 to March 31, 2022)**

DEPARTMENT	Partial Disclosure	Full Disclosure	No responsive records	Withdrawn	Access Denied	Publicly Available	Disregarded	Other	Neither confirm/deny	Abandoned	Not Closed	TOTAL
Children, Seniors and Social Development	22	29	7	8	1	0	0	0	0	0	0	67
Digital Government and Service NL	64	25	18	8	8	4	2	1	0	0	0	130
Education	34	25	10	3	6	0	0	0	0	0	0	78
Environment and Climate Change	50	35	9	10	0	1	0	0	1	0	0	106
Executive Council	24	11	34	4	0	1	0	1	0	0	0	75
Indigenous Affairs and Reconciliation	36	11	11	0	1	0	0	0	0	0	0	59
Intergovernmental Affairs Secretariat	11	10	11	0	0	0	0	0	0	0	0	32
Labrador Affairs Secretariat	15	10	9	0	1	0	0	1	0	0	0	36
Office of the Chief Information Officer	5	6	4	1	2	0	0	0	0	0	0	18
Office of Women and Gender Equity	8	20	1	0	1	0	2	0	0	0	0	32
Treasury Board Secretariat	11	18	10	1	5	0	0	0	0	0	0	45
Finance	24	22	29	2	2	6	1	0	0	0	0	86
Fisheries, Forestry and Agriculture	59	45	10	9	0	5	1	0	0	0	1	130
Health and Community Services	91	79	90	29	12	7	5	0	1	0	10	324
Immigration, Population Growth and Skills	21	8	9	5	1	0	0	0	0	0	0	44
Industry, Energy and Technology	191	76	91	8	3	2	0	0	0	0	2	373
Justice and Public Safety	75	39	44	3	7	1	1	2	0	0	0	172
Municipal and Provincial Affairs	31	20	28	19	2	1	0	0	1	0	1	103
Premier's Office	65	31	42	2	0	1	0	0	0	0	0	141
Tourism, Culture, Arts and Recreation	23	18	12	3	1	3	0	0	0	0	0	60
Transportation and Infrastructure	33	74	20	25	1	4	1	1	0	1	0	160
<b>Total</b>	<b>893</b>	<b>612</b>	<b>499</b>	<b>140</b>	<b>54</b>	<b>36</b>	<b>13</b>	<b>6</b>	<b>3</b>	<b>1</b>	<b>14</b>	<b>2271</b>
<b>Percentage %</b>	<b>39%</b>	<b>27%</b>	<b>22%</b>	<b>6%</b>	<b>2%</b>	<b>2%</b>	<b>1%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>1%</b>	<b>100%</b>



Of the 2,271 general requests received by departments, 1,505 (66 per cent) resulted in partial or full disclosure, 499 (22 per cent) were for information where there were no responsive records and access was denied in 54 (two per cent) requests.

**Table 4f – Final Outcome of General Requests by Public Body (April 1, 2021 to March 31, 2022)**

PUBLIC BODY	Full Disclosure	Partial Disclosure	No responsive records	Access denied	Withdrawn	Publicly Available	Disregarded	Neither Confirm/Deny	Other	Not Closed	TOTAL
Central Health	23	7	0	0	1	0	0	0	0	0	31
NL Centre for Health Information	11	18	5	0	0	0	0	0	0	0	34
City of Corner Brook	1	10	0	0	0	0	0	0	0	0	11
City of Mount Pearl	2	5	0	0	0	0	1	0	0	0	8
City of St. John's	42	59	3	8	1	1	0	0	0	0	114
College of the North Atlantic	1	2	0	0	0	0	0	0	0	0	3
Conseil scolaire francophone provincial de terra-neuve-et-labrador	11	1	2	0	0	0	0	0	0	0	14
Eastern Health	73	35	17	1	3	0	0	0	0	0	129
Independent Appointments Commission	0	0	2	0	0	0	0	0	0	0	2
Labrador-Grenfell Health	15	3	0	0	4	0	0	0	0	0	22
Memorial University	57	97	17	1	7	5	2	0	1	0	187
Municipal Assessment Agency	4	5	2	0	0	0	0	0	0	0	11
Nalcor	16	8	5	1	0	0	0	0	0	0	30
NL Film Development Corp	0	1	0	0	0	0	0	0	0	0	1
NL Housing Corporation	15	5	0	1	1	0	0	0	0	1	23
NL HYDRO	5	10	1	1	1	0	0	0	0	0	18
NL Liquor Corporation	10	3	0	1	0	0	0	0	0	0	14
NL English School District	13	24	4	0	3	3	0	0	0	0	47
Office of the Chief Medical Examiner	0	2	1	0	0	0	0	0	0	0	3
Office of the High Sheriff	0	1	0	0	0	0	0	1	0	0	2
OilCo	1	2	0	0	0	0	0	0	0	0	3
Provincial Information and Library Resources Board	3	0	0	0	0	0	0	0	0	0	3
Public Procurement Agency	2	5	0	1	0	0	0	0	0	0	8
Public Service Commission	6	6	0	0	1	0	0	0	0	0	13
Public Utilities Board	9	1	1	0	0	0	0	0	0	0	11
Royal Newfoundland Constabulary	23	30	10	47	1	0	0	0	0	0	111
Serious Incident Response Team	1	1	0	0	1	0	0	0	0	0	3

PUBLIC BODY	Full Disclosure	Partial Disclosure	No responsive records	Access denied	Withdrawn	Publicly Available	Disregarded	Neither Confirm/Deny	Other	Not Closed	TOTAL
Bauline	3	0	0	0	0	0	0	0	0	0	3
Bay Bulls	0	1	1	0	0	0	0	0	0	0	2
Carbonear	3	0	0	0	0	0	0	0	0	0	3
Conception Bay South	5	15	2	0	2	0	0	0	0	0	24
Clarenville	0	2	0	0	0	0	0	0	0	1	3
Come-by-Chance	1	3	0	1	0	0	0	0	0	0	5
Deer Lake	1	0	0	0	0	0	0	0	0	0	1
Gander	3	0	1	0	0	0	0	0	0	0	4
Grand Falls-Windsor	2	2	0	1	0	0	0	0	0	0	5
Happy Valley-Goose Bay	5	4	0	1	0	0	0	0	0	1	11
Harbour Grace	1	1	0	0	0	0	0	0	0	1	3
Harbour Main	2	0	0	0	0	0	0	0	0	0	2
Holyrood	4	0	0	0	0	0	0	0	0	0	4
Irishtown-Summerside	1	0	0	0	0	0	0	0	0	0	1
Labrador City	2	0	0	0	0	0	0	0	0	0	2
Lewisporte	1	0	0	0	0	0	0	0	0	0	1
Logy Bay	1	0	0	0	0	0	0	0	0	0	1
Long Harbour	0	0	1	0	0	0	0	0	0	0	1
Marystown	2	3	2	1	0	0	0	0	0	0	8
Paradise	8	13	1	1	0	0	0	0	0	0	23
Placentia	4	0	0	0	0	0	0	0	0	0	4
Portugal Cove – St. Philips	5	7	3	0	0	0	0	0	0	0	15
Roddickton-Bide Arm	0	0	1	0	0	0	0	0	0	0	1
Salvage	0	1	0	0	0	0	0	0	0	0	1
St. George's	6	0	1	0	0	0	0	0	0	0	7
Steady Brook	0	1	0	0	0	0	0	0	0	0	1
Stephenville	1	1	0	1	0	0	0	0	0	0	3
Torbay	3	0	0	0	1	0	0	1	0	1	6
Wabush	1	0	0	0	0	0	0	0	0	0	1
Witless Bay	3	5	1	1	0	0	0	0	0	1	11
Western Health	22	7	4	1	5	0	0	0	0	0	39
Workplace Health, Safety and Compensation Review Division	0	1	0	0	0	0	0	0	0	0	1
Workplace NL	15	1	1	0	0	0	0	0	0	0	17
<b>TOTAL</b>	<b>449</b>	<b>409</b>	<b>89</b>	<b>70</b>	<b>32</b>	<b>8</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>6</b>	<b>1070</b>
<b>%</b>	<b>42%</b>	<b>38%</b>	<b>8%</b>	<b>7%</b>	<b>3%</b>	<b>1%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>1%</b>	<b>100%</b>

Of the 1,070 general requests received by public bodies, 858 (80 per cent) resulted in full or partial disclosure, 89 (eight per cent) were for information where there were no responsive records and access was denied in 70 (seven per cent) requests.

### Personal information requests

**Table 4g – Personal information requests by Final Outcome (April 1, 2021 to March 31, 2022)**

Final outcome	Departments	Public Bodies	Total	%
Partial disclosure	57	126	<b>183</b>	<b>47%</b>
Full disclosure	12	43	<b>55</b>	<b>14%</b>
Access denied	5	65	<b>70</b>	<b>18%</b>
Withdrawn	22	9	<b>31</b>	<b>8%</b>
No responsive records	16	15	<b>31</b>	<b>8%</b>
Disregarded	10	2	<b>12</b>	<b>3%</b>
Other	5	1	<b>6</b>	<b>2%</b>
Neither confirm/deny	3	0	<b>3</b>	<b>1%</b>
Not Closed	2	0	<b>2</b>	<b>1%</b>
<b>Total</b>	<b>132</b>	<b>261</b>	<b>393</b>	<b>102%</b>

Note: Percentages do not add up to 100% due to rounding.

**Table 4h – Final Outcome of Personal Requests by Department (April 1, 2021 to March 31, 2022)**

DEPARTMENT	Partial Disclosure	Withdrawn	No responsive records	Full Disclosure	Disregarded	Other	Access Denied	Neither Confirm/Deny	Not Closed	TOTAL
Children, Seniors and Social Development	1	3	0	0	0	0	0	0	0	<b>4</b>
Digital Government and Service NL	4	4	2	1	0	2	1	1	0	<b>15</b>
Education	3	4	2	0	0	0	0	0	0	<b>9</b>
Environment and Climate Change	1	0	0	0	0	0	0	1	0	<b>2</b>
Executive Council	0	0	2	0	0	0	0	0	0	<b>2</b>
Office of the Chief Information Officer	0	0	0	0	1	1	0	0	0	<b>2</b>
Treasury Board Secretariat	8	3	2	2	0	0	0	0	0	<b>15</b>
Finance	0	0	1	1	0	0	0	0	0	<b>2</b>
Fisheries, Forestry and Agriculture	7	0	0	0	0	0	0	0	0	<b>7</b>

DEPARTMENT	Partial Disclosure	Withdrawn	No responsive records	Full Disclosure	Disregarded	Other	Access Denied	Neither Confirm/Deny	Not Closed	TOTAL
Health and Community Services	1	1	0	3	0	2	0	1	0	<b>8</b>
Industry, Energy and Technology	2	3	0	0	0	0	0	0	0	<b>5</b>
Immigration, Population Growth and Skills	0	2	0	0	0	0	0	0	0	<b>2</b>
Justice and Public Safety	26	2	2	1	9	0	2	0	2	<b>44</b>
Municipal and Provincial Affairs	4	0	3	1	0	0	0	0	0	<b>8</b>
Premier's Office	0	0	2	2	0	0	0	0	0	<b>4</b>
Transportation and Infrastructure	0	0	0	1	0	0	2	0	0	<b>3</b>
<b>Total</b>	<b>57</b>	<b>22</b>	<b>16</b>	<b>12</b>	<b>10</b>	<b>5</b>	<b>5</b>	<b>3</b>	<b>2</b>	<b>132</b>
<b>%</b>	<b>43%</b>	<b>17%</b>	<b>12%</b>	<b>9%</b>	<b>8%</b>	<b>4%</b>	<b>4%</b>	<b>2%</b>	<b>2%</b>	<b>100%</b>

Of the 132 requests received by departments, 69 (52 per cent) resulted in partial or full disclosure, 22 (17 per cent) were withdrawn, access was denied in five (four per cent) requests and ten (eight per cent) were disregarded with the approval of the Office of the Information and Privacy Commissioner.

**Table 4i – Final Outcome of Personal Requests by Public Body (April 1, 2021 to March 31, 2022)**

OUTCOME BY PUBLIC BODY	Partial Disclosure	Access Denied	Full Disclosure	No responsive records	Withdrawn	Disregarded	Other	TOTAL
Central Health	1	0	0	0	0	0	0	<b>1</b>
NL Centre for Health Information	1	0	0	1	0	0	0	<b>2</b>
City of St. John's	3	0	2	0	1	0	0	<b>6</b>
College of the North Atlantic	6	0	1	0	0	0	0	<b>7</b>
Conseil scolaire francophone provincial de terra-neuve-et-labrador	0	0	1	0	0	0	0	<b>1</b>
Eastern Health	0	0	1	0	0	0	0	<b>1</b>
Labrador-Grenfell Health	0	0	1	0	0	0	0	<b>1</b>
Memorial University	22	0	2	0	2	2	0	<b>28</b>
NL 911	0	1	2	0	0	0	0	<b>3</b>
NL Housing Corporation	2	0	1	0	0	0	0	<b>3</b>
NL English School District	9	1	3	0	1	0	0	<b>14</b>
NL Legal Aid	0	0	2	0	0	0	0	<b>2</b>
Office of the High Sheriff	0	0	0	0	0	0	1	<b>1</b>
Public Service Commission	5	0	1	0	3	0	0	<b>9</b>
Royal Newfoundland Constabulary	72	61	13	14	2	0	0	<b>162</b>

OUTCOME BY PUBLIC BODY	Partial Disclosure	Access Denied	Full Disclosure	No responsive records	Withdrawn	Disregarded	Other	TOTAL
Baie Verte	1	0	0	0	0	0	0	1
Conception Bay South	0	1	1	0	0	0	0	2
Clareville	0	0	1	0	0	0	0	1
Come-by-Chance	0	0	1	0	0	0	0	1
Harbour Main	0	0	1	0	0	0	0	1
Marystown	1	0	1	0	0	0	0	2
Paradise	2	0	1	0	0	0	0	3
Small Point-Adam's Cove	1	0	0	0	0	0	0	1
Western Health	0	1	0	0	0	0	0	1
Workplace Health, Safety and Compensation Review Division	0	0	4	0	0	0	0	4
Workplace NL	0	0	3	0	0	0	0	3
<b>TOTAL</b>	<b>126</b>	<b>65</b>	<b>43</b>	<b>15</b>	<b>9</b>	<b>2</b>	<b>1</b>	<b>261</b>
<b>%</b>	<b>48%</b>	<b>25%</b>	<b>16%</b>	<b>6%</b>	<b>3%</b>	<b>1%</b>	<b>0%</b>	<b>100%</b>

Of the 261 requests received by public bodies, 169 (64 per cent) resulted in partial or full disclosure, access was denied in 65 (25 per cent) of requests and 15 (six per cent) were for information where there were no responsive records.

## Section D – Exceptions to Disclosure

One of the main purposes of the Act is to provide access to information subject only to specific and limited circumstances. Under the Act, certain types of information are exempt from disclosure to applicants. There are two categories of exceptions: mandatory exceptions, which departments and public bodies must apply; and discretionary exceptions, which departments and public bodies may exercise discretion to apply.

Since a single request may list more than one exception, the numbers noted in the tables below do not correlate to the total number of access requests received during the 2021-22 fiscal year. For example, one record or piece of information could be redacted as cabinet confidences (s.27), policy advice or recommendations (s.29) and information harmful to the financial or economic interests of a public body (s.35).

## General and Personal information requests

**Table 5a – Exceptions to Disclosure for All Requests by Departments and Public Bodies (April 1, 2021 to March 31, 2022)**

SECTION OF THE ATIPP ACT	TOTAL	%
<b>MANDATORY</b>		
s.27 – Cabinet Confidences	127	4%
s.33 – Information from a Workplace Investigation	19	1%
s.39 – Disclosure Harmful to Business Interests of a Third Party	116	3%
s.40 – Disclosure Harmful to Personal Privacy	1150	34%
s.41 – Disclosure of House of Assembly Service and Statutory Office Records	19	1%
<b>DISCRETIONARY</b>		
s.28 – Local Public Body Confidences	24	1%
s.29 – Policy Advice or Recommendations	671	20%
s.30 – Legal Advice	246	7%
s.31 – Disclosure Harmful to Law Enforcement	297	9%
s.32 – Confidential Evaluations	34	1%
s.34 – Disclosure Harmful to Intergovernmental Relations or Negotiations	187	6%
s.35 – Disclosure Harmful to Financial or Economic Interests of a Public Body	431	13%
s.36 – Disclosure Harmful to Conservation	0	0%
s.37 – Disclosure Harmful to Individual or Public Safety	10	0%
s.38 – Disclosure Harmful to Labour Relations Interests of Public Body as Employer	64	2%
<b>TOTAL (MANDATORY AND DISCRETIONARY)</b>	<b>3395</b>	<b>102%</b>

Note: Percentages do not add up to 100% due to rounding.

## General requests

**Table 5b – Exceptions to Disclosure for General Requests by Departments and Public Bodies (April 1, 2021 to March 31, 2022)**

SECTION OF THE ATIPP ACT	TOTAL	%
<b>MANDATORY</b>		
s.27 – Cabinet Confidences	127	4%
s.33 – Information from a Workplace Investigation	18	1%
s.39 – Disclosure Harmful to Business Interests of a Third Party	115	4%
s.40 – Disclosure Harmful to Personal Privacy	970	32%
s.41 – Disclosure of House of Assembly Service and Statutory Office Records	9	0%
<b>DISCRETIONARY</b>		
s.28 – Local Public Body Confidences	24	1%
s.29 – Policy Advice or Recommendations	630	21%
s.30 – Legal Advice	204	7%
s.31 – Disclosure Harmful to Law Enforcement	250	8%
s.32 – Confidential Evaluations	25	1%

s.34 – Disclosure Harmful to Intergovernmental Relations or Negotiations	186	6%
s.35 – Disclosure Harmful to Financial or Economic Interests of a Public Body	425	14%
s.36 – Disclosure Harmful to Conservation	0	0%
s.37 – Disclosure Harmful to Individual or Public Safety	8	0%
s.38 – Disclosure Harmful to Labour Relations Interests of Public Body as Employer	57	2%
<b>TOTAL (MANDATORY AND DISCRETIONARY)</b>	<b>3048</b>	<b>101%</b>

Note: Percentages do not add up to 100% due to rounding.

## Personal information requests

**Table 5c – Exceptions to Disclosure for Personal Requests by Departments and Public Bodies (April 1, 2021 to March 31, 2022)**

SECTION OF THE ATIPP ACT	TOTAL	%
<b>MANDATORY</b>		
s.27 – Cabinet Confidences	0	0%
s.33 – Information from a Workplace Investigation	1	0%
s.39 – Disclosure Harmful to Business Interests of a Third Party	1	0%
s.40 – Disclosure Harmful to Personal Privacy	180	52%
s.41 – Disclosure of House of Assembly Service and Statutory Office Records	10	3%
s.28 – Local Public Body Confidences	0	0%
s.29 – Policy Advice or Recommendations	41	12%
s.30 – Legal Advice	42	12%
s.31 – Disclosure Harmful to Law Enforcement	47	14%
s.32 – Confidential Evaluations	9	3%
s.34 – Disclosure Harmful to Intergovernmental Relations or Negotiations	1	0%
s.35 – Disclosure Harmful to Financial or Economic Interests of a Public Body	6	2%
s.36 – Disclosure Harmful to Conservation	0	0%
s.37 – Disclosure Harmful to Individual or Public Safety	2	1%
s.38 – Disclosure Harmful to Labour Relations Interests of Public Body as Employer	7	2%
<b>TOTAL (MANDATORY AND DISCRETIONARY)</b>	<b>347</b>	<b>101%</b>

Note: Percentages do not add up to 100% due to rounding.

## Section E – Response Times

The Act requires that public bodies respond to a request within 20 business days. With the approval of the Information and Privacy Commissioner, public bodies can apply an extension where it necessary and reasonable to do so in the circumstances, for the number of business days the Commissioner considers appropriate.

### General and Personal Information Requests

**Table 6a – Response timelines for all requests (April 1, 2021 to March 31, 2022)**

Timelines	Departments	Public Bodies	Total	%
Met timeline	1919	1186	<b>3105</b>	<b>83%</b>
Met timeline with extension	187	91	<b>278</b>	<b>7%</b>
Timeline not met	281	48	<b>329</b>	<b>9%</b>
Not closed	16	6	<b>22</b>	<b>1%</b>
<b>Total</b>	<b>2403</b>	<b>1331</b>	<b>3734</b>	<b>100%</b>

**Table 6b – Response Timelines for All Requests by Department (April 1, 2021 to March 31, 2022)**

DEPARTMENT	Met Timeline	Met Timeline with Extension	Timeline not Met	Not Closed	TOTAL
Children, Seniors and Social Development	64	3	4	0	<b>71</b>
Digital Government and Service NL	136	6	3	0	<b>145</b>
Education	75	10	2	0	<b>87</b>
Environment and Climate Change	70	12	26	0	<b>108</b>
Executive Council	68	4	5	0	<b>77</b>
Indigenous Affairs and Reconciliation	41	2	16	0	<b>59</b>
Intergovernmental Affairs Secretariat	27	0	5	0	<b>32</b>
Labrador Affairs Secretariat	36	0	0	0	<b>36</b>
Office of the Chief Information Officer	18	2	0	0	<b>20</b>
Treasury Board Secretariat	53	6	1	0	<b>60</b>
Office of Women and Gender Equality	32	0	0	0	<b>32</b>
Finance	79	8	1	0	<b>88</b>
Fisheries, Forestry and Agriculture	115	21	0	1	<b>137</b>
Health and Community Services	139	33	150	10	<b>332</b>
Industry, Energy and technology	350	26	0	2	<b>378</b>



DEPARTMENT	Met Timeline	Met Timeline with Extension	Timeline not Met	Not Closed	TOTAL
Immigration, Population Growth and Skills	45	1	0	0	<b>46</b>
Justice and Public Safety	150	46	18	2	<b>216</b>
Municipal and Provincial Affairs	82	2	26	1	<b>111</b>
Premier's Office	136	2	7	0	<b>145</b>
Tourism, Culture, Arts and Recreation	49	0	11	0	<b>60</b>
Transportation and Infrastructure	154	3	6	0	<b>163</b>
<b>Total</b>	<b>1919</b>	<b>187</b>	<b>281</b>	<b>16</b>	<b>2403</b>
<b>Percentage %</b>	<b>80%</b>	<b>8%</b>	<b>12%</b>	<b>1%</b>	<b>100%</b>

**Table 6c – Response Timelines for All Requests by Public Bodies (April 1, 2021 to March 31, 2022)**

PUBLIC BODY	Met Timeline	Met Timeline with Extension	Timeline not Met	Not Closed	TOTAL
Central Health	32	0	0	0	<b>32</b>
NL Centre for Health Information	27	7	2	0	<b>36</b>
City of Corner Brook	10	1	0	0	<b>11</b>
City of Mount Pearl	5	3	0	0	<b>8</b>
City of St. John's	110	8	2	0	<b>120</b>
College of the North Atlantic	8	1	1	0	<b>10</b>
Conseil scolaire francophone provincial de terre-neuve-et-labrador	11	0	4	0	<b>15</b>
Eastern Health	101	18	11	0	<b>130</b>
Independent Appointments Commission	2	0	0	0	<b>2</b>
Labrador-Grenfell Health	20	0	3	0	<b>23</b>
Memorial University	192	20	3	0	<b>215</b>
Municipal Assessment Agency	11	0	0	0	<b>11</b>
NALCOR	29	1	0	0	<b>30</b>
NL 911	3	0	0	0	<b>3</b>
NL Film Development Corp	1	0	0	0	<b>1</b>
NL Housing Corporation	24	1	0	1	<b>26</b>
NL HYDRO	16	2	0	0	<b>18</b>
NL Liquor Corporation	12	0	2	0	<b>14</b>
NL Legal Aid	1	1	0	0	<b>2</b>
NL English School District	56	5	0	0	<b>61</b>
Office of the Chief Medical Examiner	3	0	0	0	<b>3</b>
Office of the High Sheriff	3	0	0	0	<b>3</b>
OilCo	3	0	0	0	<b>3</b>

PUBLIC BODY	Met Timeline	Met Timeline with Extension	Timeline not Met	Not Closed	TOTAL
Provincial Information and Library Resources Board	3	0	0	0	3
Public Procurement Agency	8	0	0	0	8
Public Service Commission	21	1	0	0	22
Public Utilities Board	11	0	0	0	11
Royal Newfoundland Constabulary	268	4	1	0	273
Serious Incident Response Team	2	1	0	0	3
Baie Verte	1	0	0	0	1
Bauline	3	0	0	0	3
Bay Bulls	2	0	0	0	2
Carbonear	3	0	0	0	3
Conception Bay South	22	4	0	0	26
Clarenville	2	1	0	1	4
Come-by-Chance	6	0	0	0	6
Deer Lake	1	0	0	0	1
Gander	3	0	1	0	4
Grand Falls-Windsor	3	0	2	0	5
Happy Valley-Goose Bay	5	0	5	1	11
Harbour Grace	2	0	0	1	3
Harbour Main	3	0	0	0	3
Holyrood	4	0	0	0	4
Irishtown-Summerside	1	0	0	0	1
Labrador City	2	0	0	0	2
Lewisporte	0	1	0	0	1
Logy Bay	1	0	0	0	1
Long Harbour	1	0	0	0	1
Marystown	10	0	0	0	10
Paradise	25	1	0	0	26
Placentia	4	0	0	0	4
Portugal Cove – St. Philips	10	0	5	0	15
Pouch Cove	1	0	0	0	1
Salvage	1	0	0	0	1
Small Point-Adam's Cove	0	0	1	0	1
St. George's	7	0	0	0	7
Steady Brook	1	0	0	0	1
Stephenville	3	0	0	0	3
Torbay	1	0	4	1	6
Wabush	1	0	0	0	1
Witless Bay	10	0	0	1	11

PUBLIC BODY	Met Timeline	Met Timeline with Extension	Timeline not Met	Not Closed	TOTAL
Western Health	29	10	1	0	<b>40</b>
Workplace Health, Safety and Compensation Review Division	5	0	0	0	<b>5</b>
Workplace NL	20	0	0	0	<b>20</b>
<b>TOTAL</b>	<b>1186</b>	<b>91</b>	<b>48</b>	<b>6</b>	<b>1331</b>
<b>Percentage%</b>	<b>89%</b>	<b>7%</b>	<b>4%</b>	<b>0%</b>	<b>100%</b>

## General Requests

**Table 6d – Response timelines for all general requests (April 1, 2021 to March 31, 2022)**

Timelines	Departments	Public Bodies	Total	%
Met timeline	1812	943	<b>2755</b>	<b>82%</b>
Met timeline with extension	171	75	<b>246</b>	<b>7%</b>
Timeline not met	274	46	<b>320</b>	<b>10%</b>
Not closed	14	6	<b>20</b>	<b>1%</b>
<b>Total</b>	<b>2271</b>	<b>1070</b>	<b>3341</b>	<b>100%</b>

**Table 6e – Response Timelines for General Requests by Department (April 1, 2021 to March 31, 2022)**

DEPARTMENT	Met Timeline	Met Timeline with Extension	Timeline not Met	Not Closed	TOTAL
Children, Seniors and Social Development	60	3	4	0	<b>67</b>
Digital Government and Service NL	123	4	3	0	<b>130</b>
Education	68	8	2	0	<b>78</b>
Environment and Climate Change	68	12	26	0	<b>106</b>
Executive Council	66	4	5	0	<b>75</b>
Indigenous Affairs and Reconciliation	41	2	16	0	<b>59</b>
Intergovernmental Affairs Secretariat	27	0	5	0	<b>32</b>
Labrador Affairs Secretariat	36	0	0	0	<b>36</b>
Office of the Chief Information Officer	16	2	0	0	<b>18</b>
Treasury Board Secretariat	41	3	1	0	<b>45</b>
Office of Women and Gender Equality	32	0	0	0	<b>32</b>
Finance	77	8	1	0	<b>86</b>
Fisheries, Forestry and Agriculture	110	19	0	1	<b>130</b>
Health and Community Services	132	33	149	10	<b>324</b>

DEPARTMENT	Met Timeline	Met Timeline with Extension	Timeline not Met	Not Closed	TOTAL
Industry, Energy and Technology	345	26	0	2	<b>373</b>
Immigration, Population Growth and Skills	43	1	0	0	<b>44</b>
Justice and Public Safety	118	39	15	0	<b>172</b>
Municipal and Provincial Affairs	77	2	23	1	<b>103</b>
Premier's Office	132	2	7	0	<b>141</b>
Tourism, Culture, Arts and Recreation	49	0	11	0	<b>60</b>
Transportation and Infrastructure	151	3	6	0	<b>160</b>
<b>Total</b>	<b>1812</b>	<b>171</b>	<b>274</b>	<b>14</b>	<b>2271</b>
<b>Percentage %</b>	<b>80%</b>	<b>8%</b>	<b>12%</b>	<b>1%</b>	<b>101%</b>

Note: Percentages do not add up to 100% due to rounding.

**Table 6f – Response Timelines for General Requests by Public Bodies (April 1, 2021 to March 31, 2022)**

PUBLIC BODY	Met Timeline	Met Timeline with Extension	Timeline not Met	Not Closed	TOTAL
Central Health	31	0	0	0	<b>31</b>
NL Centre for Health Information	26	6	2	0	<b>34</b>
City of Corner Brook	10	1	0	0	<b>11</b>
City of Mount Pearl	5	3	0	0	<b>8</b>
City of St. John's	104	8	2	0	<b>114</b>
College of the North Atlantic	3	0	0	0	<b>3</b>
Conseil scolaire francophone provincial de terre-neuve-et-labrador	10	0	4	0	<b>14</b>
Eastern Health	100	18	11	0	<b>129</b>
Independent Appointments Commission	2	0	0	0	<b>2</b>
Labrador-Grenfell Health	19	0	3	0	<b>22</b>
Memorial University	171	13	3	0	<b>187</b>
Municipal Assessment Agency	11	0	0	0	<b>11</b>
NALCOR	29	1	0	0	<b>30</b>
NL 911	0	0	0	0	<b>0</b>
NL Film Development Corp	1	0	0	0	<b>1</b>
NL Housing Corporation	21	1	0	1	<b>23</b>
NL HYDRO	16	2	0	0	<b>18</b>
NL Liquor Corporation	12	0	2	0	<b>14</b>
NL Legal Aid	0	0	0	0	<b>0</b>
NL English School District	44	3	0	0	<b>47</b>
Office of the Chief Medical Examiner	3	0	0	0	<b>3</b>

PUBLIC BODY	Met Timeline	Met Timeline with Extension	Timeline not Met	Not Closed	TOTAL
Office of the High Sheriff	2	0	0	0	<b>2</b>
OilCo	3	0	0	0	<b>3</b>
Provincial Information and Library Resources Board	3	0	0	0	<b>3</b>
Public Procurement Agency	8	0	0	0	<b>8</b>
Public Service Commission	13	0	0	0	<b>13</b>
Public Utilities Board	11	0	0	0	<b>11</b>
Royal Newfoundland Constabulary	109	1	1	0	<b>111</b>
Serious Incident Response Team	2	1	0	0	<b>3</b>
Baie Verte	0	0	0	0	<b>0</b>
Bauline	3	0	0	0	<b>3</b>
Bay Bulls	2	0	0	0	<b>2</b>
Carbonear	3	0	0	0	<b>3</b>
Conception Bay South	20	4	0	0	<b>24</b>
Clarenville	1	1	0	1	<b>3</b>
Come-by-Chance	5	0	0	0	<b>5</b>
Deer Lake	1	0	0	0	<b>1</b>
Gander	3	0	1	0	<b>4</b>
Grand Falls-Windsor	3	0	2	0	<b>5</b>
Happy Valley-Goose Bay	5	0	5	1	<b>11</b>
Harbour Grace	2	0	0	1	<b>3</b>
Harbour Main	2	0	0	0	<b>2</b>
Holyrood	4	0	0	0	<b>4</b>
Irishtown-Summerside	1	0	0	0	<b>1</b>
Labrador City	2	0	0	0	<b>2</b>
Lewisporte	0	1	0	0	<b>1</b>
Logy Bay	1	0	0	0	<b>1</b>
Long Harbour	1	0	0	0	<b>1</b>
Marystown	8	0	0	0	<b>8</b>
Paradise	22	1	0	0	<b>23</b>
Placentia	4	0	0	0	<b>4</b>
Portugal Cove – St. Philips	10	0	5	0	<b>15</b>
Pouch Cove	1	0	0	0	<b>1</b>
Salvage	1	0	0	0	<b>1</b>
Small Point-Adam's Cove	0	0	0	0	<b>0</b>
St. George's	7	0	0	0	<b>7</b>
Steady Brook	1	0	0	0	<b>1</b>
Stephenville	3	0	0	0	<b>3</b>
Torbay	1	0	4	1	<b>6</b>

PUBLIC BODY	Met Timeline	Met Timeline with Extension	Timeline not Met	Not Closed	TOTAL
Wabush	1	0	0	0	1
Witless Bay	10	0	0	1	11
Western Health	28	10	1	0	39
Workplace Health, Safety and Compensation Review Division	1	0	0	0	1
Workplace NL	17	0	0	0	17
<b>TOTAL</b>	<b>943</b>	<b>75</b>	<b>46</b>	<b>6</b>	<b>1070</b>
<b>Percentage %</b>	<b>88%</b>	<b>7%</b>	<b>4%</b>	<b>1%</b>	<b>100%</b>

### Personal Information Requests

**Table 6g – Response timelines for all personal information requests (April 1, 2021 to March 31, 2022)**

Timelines	Departments	Public Bodies	Total	%
Met timeline	107	243	350	89%
Met timeline with extension	16	16	32	8%
Timeline not met	7	2	9	2%
Not Closed	2	0	2	1%
<b>Total</b>	<b>132</b>	<b>261</b>	<b>393</b>	<b>100%</b>

**Table 6h – Response Timelines for Personal Requests by Department (April 1, 2021 to March 31, 2022)**

DEPARTMENT	Met Timeline	Met Timeline with Extension	Timeline not Met	Not Closed	TOTAL
Children, Seniors and Social Development	4	0	0	0	4
Digital Government and Service NL	13	2	0	0	15
Education	7	2	0	0	9
Environment and Climate Change	2	0	0	0	2
Executive Council	2	0	0	0	2
Office of the Chief Information Officer	2	0	0	0	2
Treasury Board Secretariat	12	3	0	0	15
Finance	2	0	0	0	2
Fisheries, Forestry and Agriculture	5	2	0	0	7
Health and Community Services	7	0	1	0	8

DEPARTMENT	Met Timeline	Met Timeline with Extension	Timeline not Met	Not Closed	TOTAL
Industry, Energy and Technology	5	0	0	0	5
Immigration, Population Growth and Skills	2	0	0	0	2
Justice and Public Safety	32	7	3	2	44
Municipal and Provincial Affairs	5	0	3	0	8
Premier's Office	4	0	0	0	4
Transportation and Infrastructure	3	0	0	0	3
<b>Total</b>	<b>107</b>	<b>16</b>	<b>7</b>	<b>2</b>	<b>132</b>
<b>Percentage%</b>	<b>81%</b>	<b>12%</b>	<b>5%</b>	<b>2%</b>	<b>100%</b>

**Table 6i – Response Timelines for Personal Requests by Public Body (April 1, 2021 to March 31, 2022)**

PUBLIC BODY	Met Timeline	Met Timeline with Extension	Timeline not Met	Not Closed	TOTAL
Central Health	1	0	0	0	1
NL Centre for Health Information	1	1	0	0	2
City of St. John's	6	0	0	0	6
College of the North Atlantic	5	1	1	0	7
Conseil scolaire francophone provincial de terre-neuve-et-labrador	1	0	0	0	1
Eastern Health	1	0	0	0	1
Labrador-Grenfell Health	1	0	0	0	1
Memorial University	21	7	0	0	28
NL 911	3	0	0	0	3
NL Housing Corporation	3	0	0	0	3
NL Legal Aid	1	1	0	0	2
NL English School District	12	2	0	0	14
Office of the High Sheriff	1	0	0	0	1
Public Service Commission	8	1	0	0	9
Royal Newfoundland Constabulary	159	3	0	0	162
Baie Verte	1	0	0	0	1
Conception Bay South	2	0	0	0	2
Clareville	1	0	0	0	1
Come-by-Chance	1	0	0	0	1
Harbour Main	1	0	0	0	1
Marystown	2	0	0	0	2
Paradise	3	0	0	0	3

PUBLIC BODY	Met Timeline	Met Timeline with Extension	Timeline not Met	Not Closed	TOTAL
Small Point-Adam's Cove	0	0	1	0	1
Western Health	1	0	0	0	1
Workplace Health, Safety and Compensation Review Division	4	0	0	0	4
Workplace NL	3	0	0	0	3
<b>TOTAL</b>	<b>243</b>	<b>16</b>	<b>2</b>	<b>0</b>	<b>261</b>
<b>Percentage%</b>	<b>93%</b>	<b>6%</b>	<b>1%</b>	<b>0%</b>	<b>100%</b>

## Section F - Request for Correction of Personal Information

Under section 10 of the Act, an individual who believes there is an error or omission in his or her personal information on record with a department or public body may request that the relevant public body correct the information.

No requests for correction of personal information were reported to the ATIPP Office for the period of April 1, 2021 – March 31, 2022.



## Annex B – House of Assembly and Statutory Offices Statistics

### Type and Volume of Requests

During 2021-22, the House of Assembly and Statutory Offices received a total of 32 requests – 31 were general requests and one was a personal information request.

**Table 1 – Requests received by House of Assembly and Statutory Office (April 1, 2021 to March 31, 2022)**

OFFICE	General requests	Personal requests	TOTAL
Commissioner of Legislative Standards	1	0	1
House of Assembly	14	0	14
Office of the Chief Electoral Officer	7	0	7
Office of the Citizens' Representative	4	0	4
Office of the Information and Privacy Commissioner	3	1	4
Office of the Seniors' Advocate	2	0	2
<b>Total</b>	<b>31</b>	<b>1</b>	<b>32</b>
<b>Percentage %</b>	<b>97%</b>	<b>3%</b>	<b>100%</b>

### Applicant Type

29 requests (91%) were submitted by individuals, while two requests (6%) were submitted to the Office of the Chief Electoral Officer by media and one request (3%) was submitted to the House of Assembly by a political party.

### Costs

There were no fees paid by applicants for House of Assembly or Statutory Office access requests.

## Final Outcomes

**Table 2 – Final Outcome by House of Assembly and Statutory Office (April 1, 2021 to March 31, 2022)**

OFFICE	Full Disclosure	Partial Disclosure	Access Denied	No records	Withdrawn	TOTAL
Commissioner of Legislative Standards	0	0	1	0	0	1
House of Assembly	8	2	1	2	1	14
Office of the Chief Electoral Officer	4	1	1	1		7
Office of the Citizens' Representative	0	2	2	0	0	4
Office of the Information and Privacy Commissioner	0	1	3	0	0	4
Office of the Seniors' Advocate	0	2	0	0	0	2
<b>Total by Type of Request</b>	<b>12</b>	<b>8</b>	<b>7</b>	<b>3</b>	<b>1</b>	<b>32</b>
<b>Percentage %</b>	<b>38%</b>	<b>25%</b>	<b>22%</b>	<b>9%</b>	<b>3%</b>	<b>97%</b>

*Note: Percentages do not add up to 100% due to rounding.*

Of the 32 requests responded to by the House of Assembly and Statutory Offices, 20 (63 per cent) resulted in full or partial disclosure, three (nine per cent) were for records that did not exist and access was denied in seven (22 per cent) requests.

### Exceptions to Disclosure

Since a single request may list more than one exception, the numbers noted in the tables below do not correlate to the total number of access requests received during the 2018-19 fiscal year. For example, one record or piece of information could be redacted as cabinet confidences (s.27), policy advice or recommendations (s.29) and information harmful to the financial or economic interests of a public body (s.35).

**Table 3 – Exceptions to Disclosure for Requests by the House of Assembly and Statutory Offices  
(April 1, 2021 to March 31, 2022)**

SECTION OF THE ATIPP ACT*	TOTAL	PERCENTAGE %
<b>MANDATORY</b>		
s.27 – Cabinet Confidences	0	0%
s.33 – Information from a Workplace Investigation	0	0%
s.39 – Disclosure Harmful to Business Interests of a Third Party	0	0%
s.40 – Disclosure Harmful to Personal Privacy	7	41%
s.41 – Disclosure of House of Assembly Services and Statutory Office Records	7	41%
<b>DISCRETIONARY</b>		
s.28 – Local Public Body Confidences	0	0%
s.29 – Policy Advice or Recommendations	0	0%
s.30 – Legal Advice	2	12%
s.31 – Disclosure Harmful to Law Enforcement	1	6%
s.32 – Confidential Evaluations	0	0%
s.34 – Disclosure Harmful to Intergovernmental Relations or Negotiations	0	0%
s.35 – Disclosure Harmful to Financial or Economic Interests of a Public Body	0	0%
s.36 – Disclosure Harmful to Conservation	0	0%
s.37 – Disclosure Harmful to Individual or Public Safety	0	0%
s.38 – Disclosure Harmful to Labour Relations Interests of Public Body as Employer	0	0%
<b>Total (mandatory and discretionary)</b>	<b>17</b>	<b>100%</b>

The exceptions to disclosure listed above were used in 17 instances. Mandatory exceptions were used in 14 (82%) instances. Discretionary exceptions were used in three (18%) instances

## Response Time

Table 4 provides a breakdown by House of Assembly or Statutory Office, indicating when each met their legislated timelines.

**Table 4 – Response Timelines for Requests by House of Assembly or Statutory Office (April 1, 2021 to March 31, 2022)**

OFFICE	Met Timeline	Met with extension	Total
Commissioner of Legislative Standards	1	0	1
House of Assembly	14	0	14
Office of the Chief Electoral Officer	5	2	7
Office of the Citizens' Representative	4	0	4
Office of the Information and Privacy Commissioner	4	0	4
Office of the Seniors' Advocate	2	0	2
<b>Total</b>	<b>30</b>	<b>2</b>	<b>32</b>
<b>Percentage %</b>	<b>94%</b>	<b>6%</b>	<b>100%</b>

## Request for Correction of Personal Information

No requests for correction of personal information were reported by the House of Assembly or Statutory Offices for the period of April 1, 2020 - March 31, 2021.

## Annex C – System Issues Identified by OIPC

No systemic issues were identified by the Office of the Information and Privacy Commissioner (OIPC) in their 2020-21 Annual report.

## Annex D – Cost Schedule

### **Establishment of Costs for the Access to Information and Protection of Privacy Act**

Pursuant to Section 21 of the *Executive Council Act*, Section 25 of the *Access to Information and Protection of Privacy Act* and all other powers enabling him in this regard, the Minister of the Office of Public Engagement has been pleased to establish the costs, effective from the 1<sup>st</sup> day of June, 2015.

Dated at St. John's in the Province of Newfoundland and Labrador, on the 1<sup>st</sup> day of June, 2015.

The Honourable Steve Kent  
Minister of the Office of Public Engagement

### **COSTS**

1. In this cost schedule "applicant" refers to a person who makes a request for access to a record pursuant to the *Access to Information and Protection of Privacy Act*.
2. A public body shall not charge an applicant:
  - (a) for making an access to information request; or
  - (b) for identifying, retrieving, reviewing, severing or redacting a record;
3. A public body may charge an applicant:
  - (a) \$25.00 for each hour spent locating a record after the first ten (10) hours, where the request is made to a local government body; or
  - (b) \$25.00 for each hour spent locating a record after the first fifteen (15) hours, where the request is made to another public body.
4. A public body may charge an applicant:
  - (a) 25 cents a page for providing a copy or print of the record, where the record is stored or recorded in printed form and can be reproduced or printed using conventional equipment;
  - (b) the actual cost of reproducing or providing a record, where a record cannot be reproduced or printed on conventional equipment then in use by the public body; and
  - (c) The actual cost of shipping a record using the method chosen by the applicant.
5. A person who requests access to his or her own personal information shall not be required to pay any costs for access to that personal information.
6. (a) Where costs are to be charged, the public body is required to give the applicant an estimate of the total cost before providing the service. The public body will require the applicant to pay 50 percent of the cost estimate prior to commencing the work required to respond to the request, with the remaining 50 percent to be paid upon completion of the services.

- (b) Upon being provided with a cost estimate, the applicant has 20 business days from the day the estimate is sent to:
    - (i) accept the estimate and pay 50 percent of the costs;
    - (ii) modify the request in order to change the amount of the cost;
    - (iii) apply to the public body to waive all or part of the costs; or
    - (iv) submit a complaint to the commissioner about the costs.
  - (c) Where an estimate is given to an applicant under (b), the time within which the head of the public body is required to respond is suspended until the applicant notifies the head to proceed with the request.
  - (d) If the applicant does not respond to the cost estimate as set out in (b), the applicant is considered to have abandoned the request.
  - (e) The costs charged to the applicant shall not exceed either the actual cost of the services or the estimate given to the applicant.
7. (a) The head of a public body may, upon receipt of an application from an applicant, waive the payment of all or part of the costs payable where the head is satisfied that:
- (i) payment would impose an unreasonable financial hardship on the applicant; or
  - (ii) it would be in the public interest to disclose the record.
- (b) Where an applicant applies for a waiver, the head of the public body shall inform the applicant in writing as to the head's decision about waiving all or part of the costs.
- (c) The head shall refund any amount paid by an applicant that is subsequently waived.
8. Any new cost estimate for access to information requests shall be calculated in accordance with this cost schedule effective immediately.

## ATIPP Office Contact Information

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[www.gov.nl.ca/atipp](http://www.gov.nl.ca/atipp)

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<sup>3</sup> As of April 1, 2023