

**Annual Report to Parliament**  
**Access to Information Act**

**International Development  
Research Centre**

**2009–2010**



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## **INTRODUCTION**

The *Access to Information Act* gives Canadian citizens as well as people and corporations present in Canada the right to have access to federal government records that are not of a personal nature. The *Act* complements but does not replace other procedures for obtaining government information. It is not intended to limit in any way the access to government information that is normally available to the public upon request.

The International Development Research Centre (IDRC or the “Centre”) is a Crown corporation directed by an international Board of Governors. The *IDRC Act* (1970) directs the Centre, in subsection 4(1) “to initiate, encourage, support and conduct research into the problems of the developing regions of the world and into the means for applying and adapting scientific, technical and other knowledge to the economic and social advancement of those regions.”

In carrying out this mandate, the Centre helps developing countries use science and knowledge to find innovative, practical, long-term solutions to the social, economic, technological, and environmental problems they face. The Centre focuses its research and intellectual support across five broad areas: (1) Agriculture and the Environment; (2) Information and Communication Technologies for Development; (3) Innovation, Policy and Science; (4) Research for Health Equity; and (5) Social and Economic Policy.

IDRC remains engaged in local and regional contexts by maintaining regional offices across the developing world – in Africa, Asia, Latin America, and the Middle East.

The Centre fully supports and endorses the principles expressed in the *Access to Information Act*.

## **STRUCTURE OF THE ATIP OFFICE**

Responsibility for processing requests received under the *Access to Information Act* rests with the Access to Information and Privacy (ATIP) Coordinator who is also the Legal Coordinator. The Legal and Access to Information and Privacy Coordinator reports to the Secretary and General Counsel. The Access to Information and Privacy Coordinator oversees the implementation of the *Access to Information Act* within the International Development Research Centre, and ensures compliance with the legislation. The Office of the Secretary and General Counsel provides legal advice on access to information and handles requests of a sensitive nature, as needed. The ATIP Coordinator works with the Centre’s Research and Information Management Service Division staff to ensure that access to Centre information in all forms respects Access to Information and Privacy requirements.

As required under section 71 of the *Act*, a reading room is provided in the IDRC library. The Centre's public website, [www.idrc.ca](http://www.idrc.ca), provides considerable information on the organization and its work, including project highlights (by country) and basic information on projects (abstract, IDRC, contact name, funding, partner organizations, etc.). You can obtain free online IDRC publications, including those that result from Centre-funded projects, by going to [www.idrc.ca/books](http://www.idrc.ca/books). Printed copies may be ordered online from the co-publisher, from one of IDRC's stock-holding distributors, or from [amazon.com](http://amazon.com). Printed copies of IDRC publications are also available for consultation at many libraries around the world.

The Centre is not linked to the Coordination of Access to Information Requests (CAIR) system because it receives so few requests. However, it does follow procedures established for manual input.

## **STATISTICS**

### Interpretation of the Statistical Report

As indicated in the Report on the *Access to Information Act* (Annex A), four requests for information under the *Access to Information Act* were received during the reporting period of April 1, 2009 to March 31, 2010.

Of the four requests received, two were processed with information partly disclosed. One request could not be processed as the requester did not provide sufficient information to follow-up on his request. One request was carried forward as it was not completed at the end of this reporting period. Eight consultations were received from government departments. Two requests were dealt with informally as information was already in the public domain or a system was in place to meet such requests without an official request.

The first request was to view audit and evaluation reports created for internal consumption that had not been posted on our website. This request was dealt with within 31 to 60 days. The other request was to obtain documents relevant to the management of the grant awarded by the Bill and Melinda Gates Foundation to IDRC to promote tobacco control in Africa. The latter request required a lot of time and effort by many IDRC staff members both at the head office and in the Regional Office for West and Central Africa. An extension was needed as third party consultations were required: the file was completed within 61 to 120 days. The request that could not be processed was dealt with within fewer than 30 days.

In the requests processed, sections 13(1) (a), 17, 20(1) (c), and 20(1) (d) were invoked. In processing the requests, no exclusions were invoked. Pursuant to subsection 8(2) (e) of the *Privacy Act*, IDRC made no disclosures of personal information during the reporting period.

## **INSTITUTIONAL POLICIES AND PROCEDURES**

The Centre did not implement any new or revised access to information policies, guidelines, or procedures during the reporting period.

## **DELEGATION OF AUTHORITY**

As indicated in the Designation Order of May 10, 2010 (Annex D), pursuant to section 73 of the *Access to Information Act*, the President has designated the person holding the position of Legal and Access to Information and Privacy Coordinator in the International Development Research Centre to exercise the powers and perform the duties and functions of the President as the head of a government institution under the *Act*.

## **EDUCATION AND TRAINING**

The Centre did not offer any training activity to employees on the *Access to Information Act* during the reporting period. However, the Access to Information and Privacy Coordinator participates in the regular Access to Information and Privacy Community meetings and attends access to information training sessions in order to keep abreast of new developments, updates, and general information in the application of the *Act*. Furthermore, the ATIP Coordinator regularly reviews access to information documents provided by the Treasury Board Secretariat and other sources. The ATIP Coordinator is a member of the Canadian Association of Professional Access and Privacy Administrators (CAPAPA).

## **COMPLAINTS AND INVESTIGATIONS**

There was one complaint received in 2007 concerning the administration of the *Access to Information Act*: the result of the investigation was provided in December 2009, recording the complaint as not substantiated. No difficulties have been encountered in the administration of the *Access to Information Act* during the reporting period.

