

Annual Report on the Administration of the *Access to Information Act*

April 1, 2025 – March 31, 2026

BANK OF CANADA
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Legislative and Institutional Context

The *Access to Information Act* (ATIA) provides a right of access to records held by federal government institutions.

This report, prepared pursuant to **section 94** of the ATIA, summarizes the Bank of Canada's ATIA administration and activities for 2025–26.

As Canada's central bank, the Bank supports a strong and resilient economy through **five core functions**: monetary policy, financial system, currency, funds management, and regulatory oversight.



Monetary policy



Financial system



Currency



Funds management



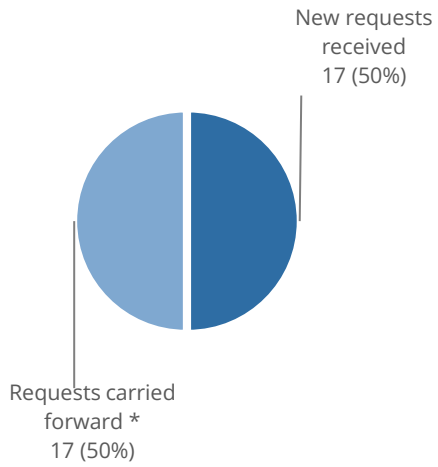
Regulatory oversight

The Bank is not reporting on behalf of any wholly owned subsidiaries or non-operational institutions and does not provide ATIA-related services to other institutions under section 96 of the ATIA.

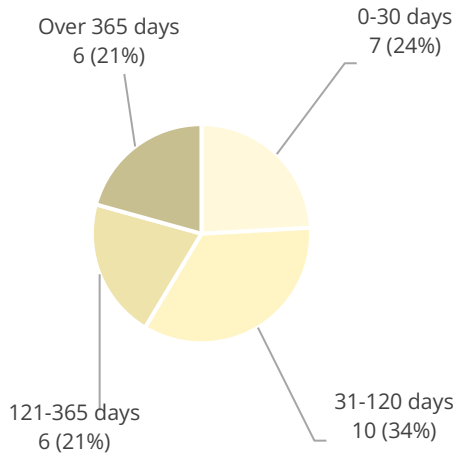
- The Executive and Legal Services Department, through the **Privacy and Access Centre of Expertise** (PACE), oversees the Bank's compliance obligations under the *Access to Information Act*.
- PACE is supported by eight dedicated staff and a network of departmental contacts across the organization.
- Pursuant to **subsection 70(2)** of the ATIA, the Governor of the Bank of Canada is accountable for the administration of the Bank's Access to Information and Privacy (ATIP) program.
- Specific authorities have been delegated to designated officials in accordance with the ATIA; the Bank's Delegation Order is provided in **Annex A**.

Formal Access Requests

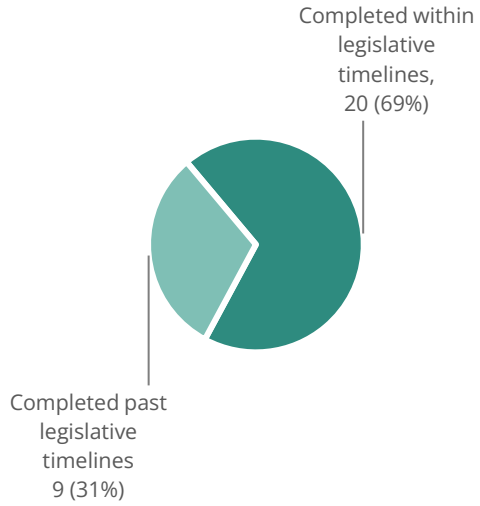
Active Requests
34 total formal requests



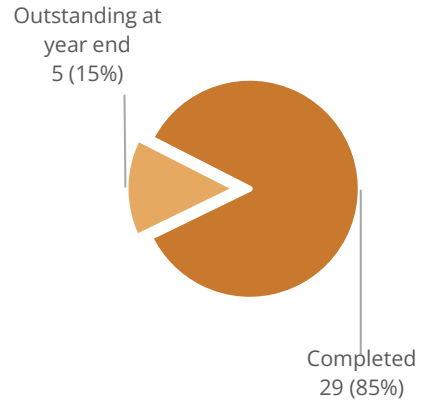
Completion Time
29 total formal requests



Compliance Rate
29 completed requests



Processing Outcomes
34 total formal requests



**Note: 10 from 2024–25 and 7 from more than one previous reporting period.*

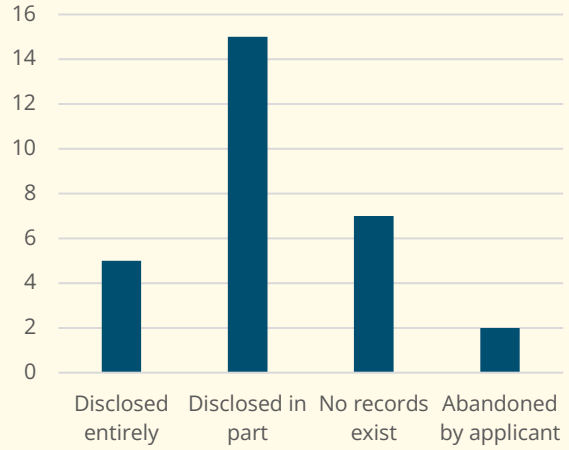
In 2025–26, the Bank took **31 extensions** in relation to 29 completed formal access requests. Of these,

- **22** extensions were taken because meeting the original 30-day time limit would have unreasonably interfered with operations
- **5** extensions involved consultations with other federal institutions
- **4** extensions involved consultations with third parties

The Bank of Canada received **15 consultation** requests in 2025–26. In addition,

- **7** consultations were carried forward from previous reporting periods, bringing the total workload to **22** consultations
- **21** consultations were completed, with a total of **2,224** pages processed
- **1** consultation was carried forward to the next reporting period

29 requests were completed, representing a total output of **3720 pages** processed



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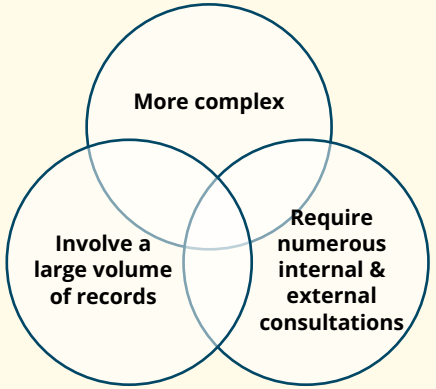
Complaints

The Bank of Canada received **no formal notices of complaint** from the Office of the Information Commissioner of Canada (OIC) under section 32 of the ATIA in **2025–26**.

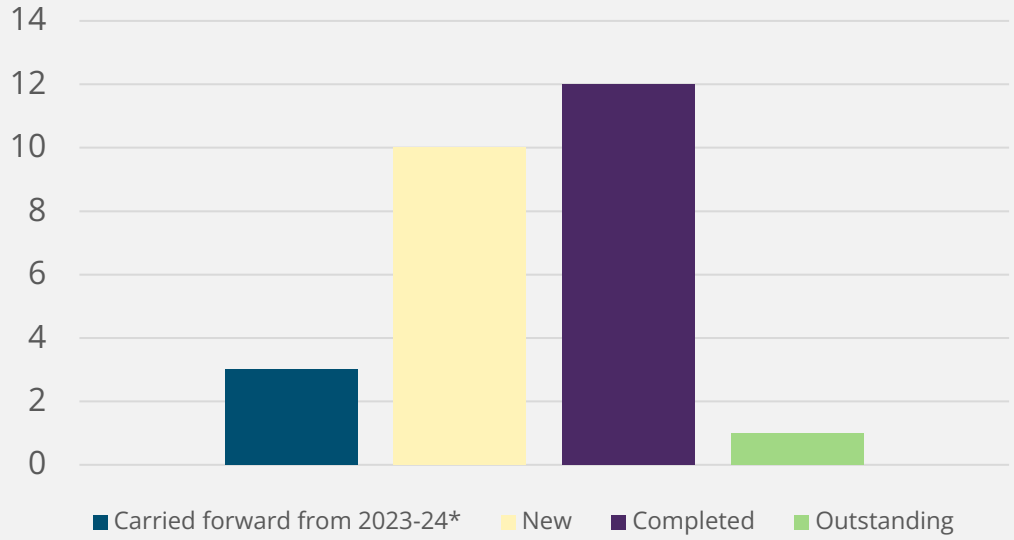
A total of **4 complaints** were carried forward from the **2024–25** reporting period and closed in **2025–26**. Of these:

- **1** complaint was discontinued.
- **2** complaints were determined to be not well-founded.
- **1** complaint was determined to be well-founded and resolved; however, a **Notice of Application** was subsequently filed under section 41(1) of the ATIA.

The **Bank** endeavors to respect deadlines and routinely keeps requesters informed of the status of their requests.
Requests that are completed beyond the legislated timelines are typically:



Informal Access Requests



**Note: No informal requests were carried over from 2024-25.*

Parliamentary Returns

PACE coordinates the Bank's responses to Parliamentary returns and ensures that the principles of ATIP legislation are considered. In 2025-26, the Bank received and responded to

- **50** Parliamentary questions
- **1** Senate question
- **1** Parliamentary motion

Training and Awareness

PACE continued to strengthen ATIA awareness and compliance through training, outreach, and guidance.

- **324 new employees** completed a virtual ATIA training module covering the *Access to Information Act* and the Bank's obligations and processes
- Targeted workshops and senior management briefings addressed key access-to-information topics.
- The **PACE Hub** continued to provide employees with guidance on ATIA obligations and request processing.
- Through the annual **Code of Business Conduct and Ethics** acknowledgement process, employees were reminded of their responsibilities under the *Access to Information Act*, including the proper management of corporate and personal information and the Bank's commitment to the right of access.

Policies, Guidelines, and Procedures

PACE **updated advice and guidance** in 2025–26 to support compliance with the *Access to Information Act* and address evolving risks related to information governance, records accessibility, and emerging technologies.

Streamlined procedures for retrieval and review of frequently accessed records resulting in reduced processing time.

Improve Access to Information

Process Improvements & Modernization

Completed major ATIP modernization initiatives, including enhancements to case management, workflow automation, and reporting processes, improving timeliness and operational capacity.

Monitoring Compliance

Monitored ATIP risks and legislative changes.
Oversaw program performance.
Reported to senior management and the Board.
Embedded ATIP requirements in contracts

Info Source

Maintained Info Source to support transparency and access requests.

Beyond Access Requests

The Bank maintains a comprehensive and accessible website that provides information on its mandate, activities, and operations, supporting transparency and accountability.

Proactive Publications

The Bank makes proactive disclosures In accordance with **Part 2** of the *Access to Information Act*

Legislative Requirement*	Section of ATIA	Publication Timeline	Does requirement apply to your institution? (Y/N)	Internal group(s) or positions(s) responsible for fulfilling requirement	% of proactive publication requirements published within legislated timelines	Link to web page where published
Apply to all Government Institutions as defined in section 3 of the *Access to Information Act*						
Travel Expenses	82	Within 30 days after the end of the month of reimbursement	Y	Financial Services/Executive and Legal Services	100%	Travel and hospitality expense reports - Bank of Canada
Hospitality Expenses	83	Within 30 days after the end of the month of reimbursement	Y	Financial Services/Executive and Legal Services	100%	Travel and hospitality expense reports - Bank of Canada
Reports tabled in Parliament	84	Within 30 days after tabling	Y	Executive and Legal Services	100%	Governance documents - Bank of Canada

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2025–2026 Highlights

29 **Formal Requests Completed**
3,720 pages processed.

21 **Consultations Completed**
2,224 pages processed.

0 **New Complaints**
No new complaints were received from the OIC in 2025-26.

52 **Parliamentary Returns**
50 questions, 1 Senate, 1 motion.

324 **Employees Trained**
Awareness sessions delivered on key ATIA topics.

100% **Proactive Publications**
Access and Privacy reports published on time, all requirements met.

Annex A: Delegation of Authority

September 13, 2023

To: Steve Thomas
General Counsel & Corporate Secretary

Lesley Ryan
Deputy Corporate Secretary and Senior Director, Compliance
Access to Information and Privacy Coordinator

From: Tiff Macklem
Governor

Subject: Delegation of Authority under the *Access to Information Act* and the *Privacy Act*

The Governor of the Bank of Canada, pursuant to section 95(1) of the *Access to Information Act* and section 73(1) of the *Privacy Act*, hereby designates the persons holding the positions set out on the schedule hereto, or the persons occupying on an acting basis those positions, to exercise the powers and functions of the Governor as the head of a government institution, under the section of the *Act* set out in the schedule opposite each position.

Schedule

Position	*Access to Information Act* and regulations	*Privacy Act* and regulations
General Counsel & Corporate Secretary	Full authority	Full authority
Deputy Corporate Secretary and Senior Director, Compliance/ Access to Information and Privacy Coordinator	Full authority	Full authority
Director ATIP	As set out in Appendix A	As set out in Appendix B

Governor Tiff Macklem

Oct 31, 2023
(Date)