



PORT of
vancouver

Vancouver Fraser
Port Authority

ANNUAL REPORT TO PARLIAMENT

ACCESS TO INFORMATION ACT

**REPORTING PERIOD:
APRIL 1, 2023 TO MARCH 31, 2024**

Introduction

The role of the Vancouver Fraser Port Authority (“VFPA”) is to responsibly facilitate Canada’s trade through the Port of Vancouver, the country’s largest port. Accountable to the Minister of Transport, VFPA manages federal lands, water and assets along hundreds of kilometres of shoreline, bordering 16 municipalities and intersecting the asserted and established traditional territories and treaty lands of several Coast Salish Peoples. VFPA’s mandate, as outlined in the [Canada Marine Act](#), is to enable Canada’s trade objectives on behalf of all Canadians, ensuring goods are moved safely through the Port of Vancouver, while protecting the environment and considering local communities.

The purpose of the *Access to Information Act* is to provide the public a right of access to information to records under the control of a government institution, that necessary exceptions to the right of access should be limited and specific and that decisions on the disclosure of government information should be reviewed independently of government.

The *Annual Report* is prepared for and tabled in Parliament in accordance with Section 94 of the *Access to Information Act*.

Vancouver Fraser Port Authority ATIP Office Structure

The Access to Information, Privacy and Compliance Specialist escalates ATIP matters for sign off to the Head of the Institution, who is the President and Chief Executive Officer. Written, email or ATIP Online Request Service access requests are directed to the Access to Information, Privacy and Compliance Specialist, who opens a file and coordinates the duties imposed by the legislation. The Access to Information, Privacy and Compliance Specialist maintains the ATIP filing system to account for all deliberations and decisions taken concerning each request. The Access to Information, Privacy and Compliance Specialist liaises with the Office of the Information Commissioner regarding complaints and investigations.

The Access to Information, Privacy and Compliance Specialist position works in collaboration with the Accounting Department, the Administrative Assistant for the Chief Financial Officer’s Division and the Executive Assistants to the Vice-Presidents and CFO in regards to the proactive publication legislative requirements of publishing hospitality and travel expenses of its executive and board members.

VFPA was not party to any service agreements under section 96 of the *Access to Information Act* during the reporting period

Statistics & Interpretation of Statistics

The following is a summary table for the last 5 reporting periods:

Reporting Period	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Requests closed	36	28	34	35	32
Average response time	61.8 days	76.3 days	66.8 days	74.0 days	87.3 days
Percentage of requests responded to within established timelines	100%	100%	94%	97%	84%
Consultations for government and other Institutions	21	15	15	14	18
Average Response Time	19.5 days	21.5 days	19.2 days	24.5 days	29.3 days

The VFPA received 23 requests during the reporting period April 1, 2023 to March 31, 2024. There were 17 requests carried over from the 2022-23 reporting period that were still within the legislated timeline. Eight of the requests for the current reporting period have been carried over to the next reporting period. Of these eight requests, five are from the 2023-2024 reporting period, two are from the 2022-23 reporting period and one is from the 2021-2022 reporting period.

The requests received and completed during the reporting period originated from four of the six source categories: Media, Business (Private Sector), Public and Decline to Identify.

The following is a summary table of the number of closed requests broken down by completion times:

Completion time	Number of requests
1-30 days	7
31-60 days	6
61-120 days	11
121-180 days	3
181- 365 days	5
Total	32

Of the requests that were closed during the reporting period, three were disclosed in full (9%), 21 were disclosed in part (66%), two were “no records exist” responses (6%) and four were abandoned (13%). There was one exemption invoked based on subsections 13(1)(d), 20(1)(c) and 23, two exemptions invoked based on subsection 21(1)(b), four exemptions invoked based on subsection 20(1)(d), five exemptions invoked based on subsection 18(d), nine exemptions invoked based on subsection 21(1)(a), ten exemptions invoked based on subsection 21(1)(d), thirteen exemptions invoked based on subsection 19(1) and fourteen exemptions invoked based on subsection 20(1)(b) of the *Act*.

Extensions were sought for fourteen requests and, on some requests, more than one type of extension was taken. In total seven extensions were sought for interference with operations/workload, and 16 extensions were sought for third party consultation.

Included in the appendices is the Form TBS/SCT 350-62 “*Statistical Report on the Access to Information Act*”, which provides statistical data on formal access requests received by the VFPA.

Access to Information-Related Education & Training Activities by ATIP Staff

The Access to Information, Privacy and Compliance Specialist provided *Access to Information Act* training to New Employees and Project Teams totaling 20 employees.

Overview of New and/or Revised Institutional Access to Information Act-related Policies, Guidelines, Procedures and Initiatives

There were no new and/or revised policies implemented during the reporting period.

Complaints and/or Investigations

15 complaint files were concluded during the reporting period. There were five active complaints at the end of the reporting period. Three of these complaints were received in the 2023-24 reporting period and two of these complaints were from the 2021-22 reporting period. VFPA disclosed additional records in response to four complaints.

Monitoring of Processing Time of Access to Information Requests

There was no monitoring conducted during the reporting period.

Initiatives and Projects to Improve Access to Information

VFPA did not implement any initiatives or projects to improve access to information during the reporting period

Proactive Publication under Part 2 of the Access to Information Act

VFPA is a government institution listed under Schedule 1 of the *Access to Information Act* and is required to proactively publish the following information:

Legislative Requirement	Section	Publication Timeline	Institutional Requirement
All Government Institutions as defined in section 3 of the <i>Access to Information Act</i>			
Travel Expenses of its executive team and board members	82	Within 30 days after the end of the month of reimbursement	√
Hospitality Expenses its executive team and board members	83	Within 30 days after the end of the month of reimbursement	√
Reports tabled in Parliament	84	Within 30 days after tabling	√

This information can be viewed on VFPA's website, at the following link:

<https://www.portvancouver.com/transparency/>

VFPA published 9% of their proactive publication requirements due during the reporting period within legislated timelines. On average VFPA was 32 days late in meeting the publication timelines for publishing the Travel and Hospitality Expenses of its executive team and board members. VFPA is reviewing its proactive publication processes to produce reports more efficiently in the 2024-25 reporting period.

Appendix A:

Statistical Report on the *Access to Information Act*



Statistical Report on the *Access to Information Act*

Name of institution: Vancouver Fraser Port Authority

Reporting period: 2023-04-01 to 2024-03-31

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

1.1 Number of requests

		Number of Requests
Received during reporting period		23
Outstanding from previous reporting periods		17
• Outstanding from previous reporting period	16	
• Outstanding from more than one reporting period	1	
Total		40
Closed during reporting period		32
Carried over to next reporting period		8
• Carried over within legislated timeline	8	
• Carried over beyond legislated timeline		

1.2 Sources of requests

Source	Number of Requests
Media	2
Academia	0
Business (private sector)	4
Organization	0
Public	9
Decline to Identify	8
Total	23

1.3 Channels of requests

Source	Number of Requests
Online	22
E-mail	1
Mail	0
In person	0
Phone	0
Fax	0
Total	23

Section 2: Informal Requests

2.1 Number of informal requests

		Number of Requests
Received during reporting period		16
Outstanding from previous reporting periods		0
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	0	
Total		16

2.5 Pages re-released informally

Less Than 100 Pages Re-released		100-500 Pages Re-released		501-1000 Pages Re-released		1001-5000 Pages Re-released		More Than 5000 Pages Re-released	
Number of Requests	Pages Re-released	Number of Requests	Pages Re-released	Number of Requests	Pages Re-released	Number of Requests	Pages Re-released	Number of Requests	Pages Re-released
3	38	4	838	5	3128	0	0	0	0

Section 3: Applications to the Information Commissioner on Declining to Act on Requests

	Number of Requests
Outstanding from previous reporting period	0
Sent during reporting period	0
Total	0
Approved by the Information Commissioner during reporting period	0
Declined by the Information Commissioner during reporting period	0
Withdrawn during reporting period	0
Carried over to next reporting period	0

Section 4: Requests Closed During the Reporting Period

4.1 Disposition and completion time

Disposition of Requests	Completion Time							Total
	0 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	2	1	0	0	0	0	3
Disclosed in part	0	0	4	9	3	5	0	21
All exempted	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0
No records exist	0	1	1	0	0	0	0	2
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	3	1	0	0	0	0	0	4
Neither confirmed nor denied	0	0	0	2	0	0	0	2
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0
Total	3	4	6	11	3	5	0	32

4.2 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)	11	20.2	0
13(1)(c)	0	16(2)(b)	0	18(c)	0	20.4	0
13(1)(d)	1	16(2)(c)	11	18(d)	5	21(1)(a)	9
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	2
14	0	16.1(1)(a)	0	18.1(1)(b)	0	21(1)(c)	0
14(a)	0	16.1(1)(b)	0	18.1(1)(c)	0	21(1)(d)	10
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)	13	22.1(1)	0
15(1) - I.A.*	0	16.2(1)	0	20(1)(a)	0	23	1
15(1) - Def.*	0	16.3	0	20(1)(b)	14	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)	1	26	0
16(1)(a)(ii)	0	16.5	0	20(1)(d)	4		
16(1)(a)(iii)	0	16.6	0				
16(1)(b)	0	17	0				
16(1)(c)	0						
16(1)(d)	0						

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

4.3 Exclusions

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

4.4 Format of information released

Paper	Electronic				Other
	E-record	Data set	Video	Audio	
0	24	0	0	0	0

4.5 Complexity

4.5.1 Relevant pages processed and disclosed for paper, e-record and dataset formats

Number of Pages Processed	Number of Pages Disclosed	Number of Requests
9966	7773	30

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

Disposition	Less Than 100 Pages Processed		100-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Number of Requests	Pages Processed	Number of Requests	Pages Processed	Number of Requests	Pages Processed	Number of Requests	Pages Processed	Number of Requests	Pages Processed
All disclosed	3	4	0	0	0	0	0	0	0	0
Disclosed in part	9	353	7	1597	2	1508	3	6504	0	0
All exempted	0	0	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0	0	0
Request abandoned	4	0	0	0	0	0	0	0	0	0
Neither confirmed nor denied	2	0	0	0	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0	0	0
Total	18	357	7	1597	2	1508	3	6504	0	0

4.5.3 Relevant minutes processed and disclosed for audio formats

Number of Minutes Processed	Number of Minutes Disclosed	Number of Requests
0	0	0

4.5.4 Relevant minutes processed per request disposition for audio formats by size of requests

Disposition	Less Than 60 Minutes Processed		60 - 120 Minutes Processed		More than 120 Minutes Processed	
	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed
All disclosed	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0
All exempted	0	0	0	0	0	0
All excluded	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0
Total	0	0	0	0	0	0

4.5.5 Relevant minutes processed and disclosed for video formats

Number of Minutes Processed	Number of Minutes Disclosed	Number of Requests
0	0	0

4.5.6 Relevant minutes processed per request disposition for video formats by size of requests

Disposition	Less Than 60 Minutes Processed		60 - 120 Minutes Processed		More than 120 Minutes Processed	
	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed	Number of Requests	Minutes Processed
All disclosed	0	0	0	0	0	0
Disclosed in part	0	0	0	0	0	0
All exempted	0	0	0	0	0	0
All excluded	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0
Total	0	0	0	0	0	0

4.5.7 Other complexities

Disposition	Consultation Required	Legal Advice Sought	Other	Total
All disclosed	1	1	0	2
Disclosed in part	15	7	0	22
All exempted	0	0	0	0
All excluded	0	0	5	5
Request abandoned	0	0	0	0
Neither confirmed nor denied	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0
Total	16	8	5	29

4.6 Closed requests

4.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	27
Percentage of requests closed within legislated timelines (%)	84.375

4.7 Deemed refusals

4.7.1 Reasons for not meeting legislated timelines

Number of requests closed past the legislated timelines	Principal Reason			
	Interference with operations/ Workload	External Consultation	Internal Consultation	Other
5	1	0	0	4

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

Number of days past legislated timelines	Number of requests past legislated timeline where no extension was taken	Number of requests past legislated timeline where an extension was taken	Total
1 to 15 days	1	1	2
16 to 30 days	1	0	1
31 to 60 days	0	0	0
61 to 120 days	0	1	1
121 to 180 days	0	1	1
181 to 365 days	0	0	0
More than 365 days	0	0	0
Total	2	3	5

4.8 Requests for translation

Translation Requests	Accepted	Refused	Total
English to French	2	0	2
French to English	0	0	0
Total	2	0	2

Section 5: Extensions

5.1 Reasons for extensions and disposition of requests

Disposition of Requests Where an Extension Was Taken	9(1)(a) Interference With Operations/ Workload	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
All disclosed	0	0	0	1
Disclosed in part	7	0	2	15
All exempted	0	0	0	0
All excluded	0	0	0	0
Request abandoned	0	0	0	0
No records exist	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0
Total	7	0	2	16

5.2 Length of extensions

Length of Extensions	9(1)(a) Interference With Operations/ Workload	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
30 days or less	0	0	0	0
31 to 60 days	0	0	0	8
61 to 120 days	4	0	0	8
121 to 180 days	3	0	2	0
181 to 365 days	0	0	0	0
365 days or more	0	0	0	0
Total	7	0	2	16

Section 6: Fees

Fee Type	Fee Collected		Fee Waived		Fee Refunded	
	Number of Requests	Amount	Number of Requests	Amount	Number of Requests	Amount
Application	23	\$115.00	0	\$0.00	0	\$0.00
Other fees	0	\$0.00	0	\$0.00	0	\$0.00
Total	23	\$115.00	0	\$0.00	0	\$0.00

Section 7: Consultations Received From Other Institutions and Organizations

7.1 Consultations received from other Government of Canada institutions and other organizations

Consultations	Other Government of Canada Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
Received during the reporting period	15	1473	3	27
Outstanding from the previous reporting period	1	84	0	0
Total	16	1557	3	27
Closed during the reporting period	15	1454	3	27
Carried over within negotiated timelines	1	103	0	0
Carried over beyond negotiated timelines	0	0	0	0

7.2 Recommendations and completion time for consultations received from other Government of Canada institutions

Recommendation	Number of Days Required to Complete Consultation Requests							Total
	0 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	4	0	0	0	0	0	8
Disclose in part	0	0	3	3	1	0	0	7
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	4	3	3	1	0	0	15

7.3 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
	0 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	1	1	0	0	0	0	0	2
Disclose in part	0	1	0	0	0	0	0	1
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	1	2	0	0	0	0	0	3

Section 8: Completion Time of Consultations on Cabinet Confidences

8.1 Requests with Legal Services

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

8.2 Requests with Privy Council Office

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

Section 9: Investigations and Reports of finding

9.1 Investigations

Section 32 Notice of intention to investigate	Subsection 30(5) Ceased to investigate	Section 35 Formal Representations
10	9	2

9.2 Investigations and Reports of finding

Section 37(1) Initial Reports			Section 37(2) Final Reports		
Received	Containing recommendations issued by the Information Commissioner	Containing an intent to issue an order by the Information Commissioner	Received	Containing recommendations issued by the Information Commissioner	Containing orders issued by the Information Commissioner
2	0	2	2	0	2

Section 10: Court Action

10.1 Court actions on complaints

Section 41				
Complainant (1)	Institution (2)	Third Party (3)	Privacy Commissioner (4)	Total
0	0	0	0	0

10.2 Court actions on third party notifications under paragraph 28(1)(b)

Section 44 - under paragraph 28(1)(b)
0

Section 11: Resources Related to the Access to Information Act

11.1 Allocated Costs

Expenditures		Amount
Salaries		\$140,000
Overtime		\$0
Goods and Services		\$0
• Professional services contracts	\$0	
• Other	\$0	
Total		\$140,000

11.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	1.100
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	0.000
Students	0.000
Total	1.100

Note: Enter values to three decimal places.

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

Name of institution: Vancouver Fraser Port Authority

Reporting period: 2023-04-01 to 2024-03-31

Section 1: Open Requests and Complaints Under the Access to Information Act

1.1 Enter the number of open requests that are outstanding from previous reporting periods.

Fiscal Year Open Requests Were Received	Open Requests that are <i>Within</i> Legislated Timelines as of March 31, 2024	Open Requests that are <i>Beyond</i> Legislated Timelines as of March 31, 2024	Total
Received in 2023-24	5	0	5
Received in 2022-23	2	0	2
Received in 2021-22	1	0	1
Received in 2020-21	0	0	0
Received in 2019-20	0	0	0
Received in 2018-19	0	0	0
Received in 2017-18	0	0	0
Received in 2016-17	0	0	0
Received in 2015-16	0	0	0
Received in 2014-15 or earlier	0	0	0
Total	8	0	8

Row 11, Col. 3 of Section 1.1 must equal Row 7, Col. 1 of Section 1.1 of the 2023-24 Statistical Report on the Access to Information Act

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

Fiscal Year Open Complaints Were Received by Institution	Number of Open Complaints
Received in 2023-24	3
Received in 2022-23	0
Received in 2021-22	2
Received in 2020-21	0
Received in 2019-20	0
Received in 2018-19	0
Received in 2017-18	0
Received in 2016-17	0
Received in 2015-16	0
Received in 2014-15 or earlier	0
Total	5

Section 2: Open Requests and Complaints Under the Privacy Act

2.1 Enter the number of open requests that are outstanding from previous reporting periods.

Fiscal Year Open Requests Were Received	Open Requests that are <i>Within</i> Legislated Timelines as of March 31, 2024	Open Requests that are <i>Beyond</i> Legislated Timelines as of March 31, 2024	Total
Received in 2023-24	0	0	0
Received in 2022-23	0	0	0
Received in 2021-22	0	0	0
Received in 2020-21	0	0	0
Received in 2019-20	0	0	0
Received in 2018-19	0	0	0
Received in 2017-18	0	0	0

Received in 2016-17	0	0	0
Received in 2015-16	0	0	0
Received in 2014-15 or earlier	0	0	0
Total	0	0	0

Row 11, Col. 3 of Section 2.1 must equal Row 7, Col. 1 of Section 1.1 of the 2023-24 Statistical Report on the *Privacy Act*

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

Fiscal Year Open Complaints Were Received by Institution	Number of Open Complaints
Received in 2023-24	0
Received in 2022-23	0
Received in 2021-22	0
Received in 2020-21	0
Received in 2019-20	0
Received in 2018-19	0
Received in 2017-18	0
Received in 2016-17	0
Received in 2015-16	0
Received in 2014-15 or earlier	0
Total	0

Section 3: Social Insurance Number

Has your institution begun a new collection or a new consistent use of the SIN in 2023-24?	No
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Section 4: Universal Access under the Privacy Act

How many requests were received from foreign nationals outside of Canada in 2023-24?	0
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Row 1, Col. 1 of Section 4 must be equal to or less than Row 1, Col. 1 of Section 1.1 of the 2023-24 Statistical Report on the *Privacy Act*

Canada

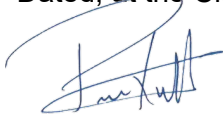
Appendix B:

Delegation Order

Access to Information and Privacy Act
Delegation Order

The President and Chief Executive Officer, Vancouver Fraser Port Authority, pursuant to subsection 95(1) of the *Access to Information Act* and subsection 73(1) of the *Privacy Act*, hereby delegates to the person holding the position set out in the schedule hereto, or the person occupying on an acting basis the position, to exercise the powers, duties and functions of the President and Chief Executive Officer, under the provisions of the Act and related regulations set out in the schedule opposite each position. This designation replaces all previous delegation orders.

Dated, at the City of Vancouver, this 23 day of July, 2024



Peter Xotta, President and Chief Executive Officer
Vancouver Fraser Port Authority

SCHEDULE

Position	<i>Access to Information Act</i> and Regulations	<i>Privacy Act</i> and Regulations
Access to Information, Privacy and Compliance Specialist	Full authority	Full authority