

The Department reports new requests on a daily basis to the Coordination of Access to Information Requests (CAIR) system and consults it to stay abreast of the range of requests being processed across government. The Department contributes financially to the ATIP tracking system maintenance and participates in related interdepartmental consultations. The Coordinator is a member of the Access and Privacy Advisory Committee coordinated by the Treasury Board Secretariat.

The Coordinator's Office is responsible for screening records for transfer to the National Archives. The Coordinator directs a team of retired senior foreign service officers who review records and determine whether they may be opened for public examination. This is a unique program among government institutions that has helped to provide access to researchers to greater volumes of information affecting Canada's conduct of international relations. This past year, the screeners commenced the review of records from 1963 to approximately 1973 and, in certain instances, more recent.