

Requests from Investigative Bodies

The ATIP Office processed 177 requests for disclosure of information under Section 8(2)(e) of the *Privacy Act*. This is a 90.3% increase in numbers over last fiscal year.

Enhanced Access

Screening Program

The ATIP Office is responsible for screening Departmental records prior to transfer to the National Archives. This obligatory program allows the department to release records each year that facilitate research access to greater volumes of information concerning Canada's conduct of international relations.

Historical Section: Informal Access Program

This program provides an avenue for academics and serious researchers who seek access to records held by the department in order to carry out to their work. With the assistance of departmental divisions, access to records held by the Department is expedited within a framework ensuring that sensitive information remains protected.

Informal Access

The ATIP Office responded to a number of requests for informal access to information. Informal requests are also addressed to divisions within the Department, the Media Relations Office, the main Departmental library which is located on the main floor of the building for enhanced public access, or to missions abroad. Departmental officers are encouraged to consider responding to informal requests for information.

Reading Room

A reading room is available in the public access area of the Department's headquarters adjacent to the ATIP Office. Current departmental manuals and other documents are available for view by members of the public. This area is also available for requesters who wish to examine directly material being disclosed, to reduce the impact of related photocopying fees. Descriptions of requests are placed on an internet home page once processing has been finalized to allow the public to be aware of what information has been previously released by the Department.