

to claim exemptions in the Section 15(1) category (injury to the conduct of international affairs), or where documents retrieved relate to Canada's foreign policy or trade programs. There were 116 requests for consultation from federal government institutions in 1986/87.

10. The ATIP Office maintains overall control and co-ordination of application processing within the Department. The procedures established, which include close liaison with the appropriate program bureaux and legal advisors, have continued to work satisfactorily during the period under review. A monthly status report prepared by the ATIP Office keeps Ministers and senior departmental management informed of progress in meeting requests.

11. A reading room is available in a public access area of the Department's headquarters, adjacent to the ATIP Office. All current departmental manuals are available for use by applicants. Over the past year, a number of individuals have chosen to visit the reading room to review documents retrieved in response to their requests rather than pay large photocopying fees.

ATIP IMPLEMENTATION

12. In recognition of the steadily increasing workload in the Co-ordinator's Office, two additional staff members were added, giving the Office a total complement of seven. Retired Foreign Service Officers were also hired under short term contract