

RCMP External Review Committee

2004-2005

Departmental Performance Report

The Honourable A. Anne McLellan, P.C., M.P.
Minister of Public Safety and Emergency Preparedness

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SECTION 1: OVERVIEW

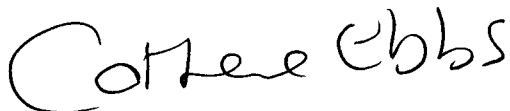
The Acting Chair's Message

The Royal Canadian Mounted Police External Review Committee is a federal tribunal responsible for the civilian oversight of certain grievances as well as the disciplinary and discharge and demotion appeals within the RCMP. As a small independent tribunal charged with this important mandate, the Committee provides an outside, objective, and timely review of these labour relations matters, for the RCMP Commissioner who is the final decision-maker. The Commissioner is required by law to take into account the Committee's findings and recommendations in each case, and has a statutory duty to provide written reasons should he not follow the Committee recommendation.

Created by Parliament through the *Royal Canadian Mounted Police Act*, the Committee's mandate is to ensure the impartial review of cases and the promotion of information sharing. The Performance Report of the Royal Canadian Mounted Police External Review Committee for 2004-2005 provides an overview of the work of the Committee during this fiscal year. It discusses the extent to which the Committee has met its objectives as set out originally in our 2004-2005 Report on Plans and Priorities.

2004-2005 was another busy year for the Committee. Our focus was on providing timely quality case reviews, and keeping our communication tools up to date. As well, we worked hard to meet all government requirements for reporting and sound management. We also continued to find ways to improve our efficiency and keep our work environment productive and stimulating.

While the 2004-2005 year presented some challenges, I believe that the Committee's work continues to positively influence the labour relations environment of the RCMP. Given the importance of the work of the RCMP, the Committee's work contributes to the safety and security of all Canadians.



Catherine Ebbs
Chair (Acting)

Management Representation Statement

I submit, for tabling in Parliament, the 2004-05 Departmental Performance Report (DPR) for the RCMP External Review Committee.

This report has been prepared based on the reporting principles contained in the Treasury Board of Canada Secretariat's *Guide for the preparation of 2004-05 Departmental Performance Reports*:

- It adheres to the specific reporting requirements;
- It uses an approved Program Activity Architecture;
- It presents consistent, comprehensive, balanced and accurate information;
- It provides a basis of accountability for the results pursued or achieved with the resources and authorities entrusted to it; and
- It reports finances based on approved numbers from the Estimates and the Public Accounts of Canada.



Virginia Adamson
Executive Director and Senior Counsel (Acting)

August 30, 2005

Summary Information

Committee's Raison d'être

The [RCMP External Review Committee](#) is an independent and impartial agency that aims to promote fair and equitable labour relations within the RCMP, in accordance with applicable principles of law. To this end the Committee conducts an independent review of appeals in disciplinary and discharge and demotion matters, as well as certain categories of grievances, in accordance with the [RCMP Act](#).

Total Financial Resources (\$thousands)

Planned	Authorities	Actual
884	940	873

Total Human Resources (FTEs)

Planned	Actual	Difference
6	6	0

Summary of Performance in Relationship to Departmental Strategic Outcomes and Priorities

Strategic Outcome	Type	Planned Spending (\$ thousands)	Actual Spending (\$ thousands)	Expected Results and Current status
1. Ensure an impartial review of cases	ongoing	\$707,200	\$698,796	met
<i>Priority 1</i> - Focus on effectiveness and quality of case management process and maintain optimum environment for ERC staff				met - in progress
<i>Priority 2</i> - Improve efficiency of case management process				met - in progress - to be measured in future years
<i>Priority 3</i> - Develop strategies for performance measurement				met - to be measured in future years
2. Promote exchanges of information	ongoing	\$176,800	\$174,699	met
<i>Priority 1</i> - Increase level of awareness of the ERC's work				met
<i>Priority 2</i> - Promote effective internal communication				met

Overall Departmental Performance

The RCMP External Review Committee in the 2004-2005 fiscal year had two strategic outcomes.

- 1) To ensure an impartial review of the labour relations cases referred to it by the RCMP.
- 2) To ensure the timely exchange of information related to the Committee's mandate and its findings and recommendations.

With regard to the first strategic objective, case review remains the key priority for the Committee. The major objective with the case review is to ensure that the Committee issue recommendations that are based on thorough, legally sound analyses that are attentive to recent trends in law and policy. The Committee continues to strive for a speedier “cradle to grave” completion of the cases before it. To assist the Committee in meeting its time lines, staff developed learning plans, and ensured they stayed current in a number of areas of law. The Committee also formalized a number of case review and quality assurance practices for the preparation of case reports and recommendations.

With regard to the second strategic objective, the Committee considers that dissemination of information about its work is a critical component of its mandate as an independent and impartial review agency on RCMP labour relations matters. Committee staff met with different stakeholders in the RCMP grievance administration and disciplinary appeal process in the 2004-2005 year. In addition, the Committee continued to distribute its *Communiqué* on a quarterly basis and posted all *Communiqués* on the web site. Summaries of all cases are also included on the web site and provide both the RCMP membership, as well as the public, with access to all our recommendations. Staff of the Committee contributed articles to the *Communiqué* on relevant issues, including fairness, the application of the *Charter*, and aspects of the grievance process. The Committee has also had an increased number of requests for information (56) and responds as quickly as possible (usually within 24 hours). In addition, Committee staff played an active role in the most recent training program of new RCMP grievance analysts, administrators, adjudicators and staff representatives.

The Committee places a high priority on its participation in and contribution to meetings of the various small agency networks. This helps the Committee in carrying out its reporting and review functions with the federal government. Finally, in the 2004-2005 year, the Committee developed the framework for its evaluation through the creation of its logic model and indicators.

A more detailed discussion is provided below.

SECTION II: ANALYSIS OF PERFORMANCE BY STRATEGIC OUTCOME

A. Context

The RCMP External Review Committee (" the Committee") is a quasi-judicial tribunal established through amendments to the *RCMP Act*, enacted in 1986. It is an independent and impartial tribunal that aims to promote fair and open labour relations within the RCMP, in accordance with applicable principles of law and policy. The Committee presently operates with one member, who sits on an acting basis, who is also its Chair and Chief Executive Officer. She is supported in program, operational and corporate responsibilities by 5 FTEs.

The Committee conducts an independent and impartial review of appeals in disciplinary and discharge and demotion cases, as well as certain categories of grievances, pursuant to the *RCMP Act*. It provides its findings and recommendations to the Commissioner of the RCMP. The final decision in each case rests with the RCMP Commissioner but the *RCMP Act* specifically requires that the Commissioner consider the findings and recommendations of the Committee and provide reasons should he not follow its recommendations.

As an agency of the federal government, the Committee must provide timely reviews and is committed to meeting all of the government-wide requirements for management accountability. These reviews and requirements can vary from year to year and have certainly resulted in a significant increase in recent years.

B. Planning Overview

The 2004-2005 Report on Plans and Priorities (RPP) articulates two strategic objectives.

Its primary objective is to conduct an impartial review of cases. To meet this statutory requirement and to ensure an impartial and independent review of RCMP workplace related disputes that come before it, the Committee stays current as to trends in jurisprudence in areas such as administrative and labour law, human rights, the *Charter of Rights and Freedoms*, as well as changes in government policies and directives applicable to RCMP members. The Level II grievances, and disciplinary and discharge and demotion appeals typically involve disputes that were not resolved through the initial stages of dispute resolution. Therefore, the issues often involve complex, challenging and sensitive problems that require in depth analysis.

Through the process of case review, the Committee must balance a variety of interests before it, including those of the member, those of the RCMP, and the public interest. Therefore, the conduct of impartial review contributes both to more positive relations in

the RCMP, as well as to more harmonious employment relations to the very important work performed by the RCMP.

The Committee's second strategic objective is to promote exchanges of information. Sharing information with various stakeholders enhances the transparency of Committee work and increases its effectiveness. It therefore also positively contributes to a fair and open labour relations structure for the RCMP, which benefits all Canadians.

Strategic Outcome 1 - Ensure an impartial review of cases (Note: See full discussion below)
<u>Plans, priorities and commitments</u>
<i>Priority 1 - Focus on effectiveness and quality of case management, optimum working environment</i> - provide opportunities for training and continuous learning, develop individual training plans for each employee, prepare orientation program for new staff, and ensure legal research is up-to-date and complete - undertake a complete review of all the cases it has processed since its inception - hold internal consultations and prepare a statement of values and ethics
<i>Priority 2 - Improve efficiency of case management</i> - plan and conduct an internal team review of case report preparation process and prepare results and recommendations for consideration by the Chair - implement process improvements
<i>Priority 3 - Develop strategies for performance measurement</i> - conduct research and prepare report re organization-wide performance measurement - implement performance measurement system
<u>Expected results</u> (Note: see discussion below)
<i>Priority 1</i> - provide timely training opportunities and increase corporate knowledge base - facilitate archiving of files - increase employee commitment and satisfaction
<i>Priority 2</i> - increase employee productivity - finalize cases in timely manner
<i>Priority 3</i> - improve assessment and planning capability and identify areas for improvement

Program, resources and results linkages (Note: See discussion below)

Priority 1

- individual training plans developed and training attended by staff (ongoing)
- Committee's comprehensive electronic research files updated, to accelerate work of Committee
- Committee unable to reinstate file archiving, but this contingent on other core requirements ; activity to be monitored and reinstated
- values and ethics discussions, met in part; to be continued in 2005-2006

Priority 2

- continued, comprehensive case review, maintaining impartiality and independence
- procedures developed toward more efficient case management; process improvement through pre-screening
- staff led case practices likely lead to greater employee well-being (difficult to measure)
- time lines to be monitored (ongoing) and refined as necessary

Priority 3

- logic model, PAA, MRSS developed toward organization wide performance measurement
- many indicators for future evaluation identified
- evaluation and performance measurement work now initiated

Discussion on Strategic Outcome 1: Ensure an impartial review of cases

In general, the Committee spends 80% of its time and resources on case review. Committee Chair and staff wages amounted to \$543,420 for the year and operating expenses to \$155,376.

With regard to the cases before the Committee in the 2004-2005 year, fewer grievances were referred to the Committee: a total of 30, compared to 36 in the previous year. The Committee issued 23 recommendations concerning grievance matters, compared to 37 in the previous year. A large proportion of the grievance recommendations issued by the Committee involved the issue of harassment. These often involve more complicated procedural issues, and more demanding fact situations. Other grievances also raised important legal issues pertaining to the rights of retired RCMP members to bring grievances, mandatory retirement, the impact of changes in relocation practices on members, classification as well as many procedural issues. Eleven disciplinary decisions were referred to the Committee and this represented a noticeable increase.

The Committee issued seven recommendations on disciplinary appeals, similar to the previous year. It also issued one recommendation on an appeal of a decision from an RCMP discharge and demotion board, the fourth such recommendation in the history of the Committee.

Several years ago, the Committee developed time lines within which grievances, disciplinary and discharge appeals should be processed. For grievances, the Committee determined that approximately three months should be needed for the completion of the

grievance. For disciplinary and discharge and demotion cases, the time frame was determined to be 6 months. For a number of reasons, these time frames have not been met in every case. Until January 2005, the Committee had a staff shortage, due to one of the staff lawyers working in another capacity within the Committee. In other instances, some cases have presented particularly complex issues. Finally, the Committee has had to seek other information from the parties in a number of cases, leading to delays in the completion of the recommendation.

The Committee continues to examine ways to facilitate a faster processing of its cases. In the last half of the 2004-2005 fiscal year, the Committee added a step to the grievance review. Through a new pre-screening process, a brief review of each new grievance is conducted to examine whether there are any issues that can be addressed at the outset. For example, the need for additional information; the need for complete policies; outstanding disclosure issues; and confirmation that the record is complete.

Finally, the Committee must allocate resources to address government requirements. In this fiscal year, the Committee continued to examine a number of options that might assist in lessening the pressures attached to meeting these important obligations. In particular, the Committee has committed time to participating in the Small Agency Administrators Network (SAAN) and been kept current as to the proposed internal audit policy, the new legislative requirements of the PSMA, and other federal-wide fiscal and human resources initiatives.

For the 2004-2005 planning period, the Committee identified three priorities to assist it in conducting impartial reviews and issuing findings and recommendations of the highest quality:

Priority 1 - Focus on effectiveness and quality of case management process and maintain optimum environment for ERC staff;

Priority 2 - Improve efficiency of case management process;

Priority 3 - Develop strategies for performance measurement.

Priority 1: Focus on effectiveness and quality of case management process and maintain optimum environment for ERC staff

The planned activities spelled out in the 2004-2005 RPP for this priority included the following:

- 1. Provide opportunities for training and continuous learning, develop individual training plans for each employee, prepare orientation program for new staff, and ensure legal research is up-to-date and complete*

This year, the Committee ensured that each employee developed an individual training plan. In addition, an orientation plan was put in place for new staff, though not an entire program. The Committee's staff also developed an internal electronic research file system to accelerate its work.

Staff were able to attend a variety of training programs to remain current and develop their capacity as part of their ongoing professional development, and toward enhancing the use of both official languages.

- 2. Undertake a complete review of all the cases it has processed since its inception*

Due to work demands and other priorities, the Committee was unable to reinitiate this project to review each file in accordance with the directives from the National Archivist of Canada. This review was initiated in 2002-2003 and is ongoing, with a time line that depends upon other core requirements. The Committee will continue to monitor this issue and the feasibility of revisiting it in the near future.

- 3. Hold internal consultations and prepare a statement of values and ethics*

The time line for this particular activity extends to September 2005. However, in the 2004-2005 fiscal year, the staff meetings provided opportunities to raise issues pertaining to values and ethics, both in the context of case work before the Committee, as well in the context of federal wide commitments. The Committee will continue to work toward integrating value and ethics into its workplace structure.

Priority 2: Improve efficiency of case management process

Two planned activities were identified with this priority.

- 1. Plan and conduct an internal team review of case report preparation process and prepare results and recommendations for consideration by the Chair*

In conjunction with the Executive Director and Senior Counsel, legal counsel formalized certain procedures in case preparation in the 2004-2005 fiscal year. The first was a case analysis plan; the second a formalized team review process. The integration of these procedures fosters constructive dialogue on the progression of cases, and increases the awareness of all staff to the larger work of the Committee. This in turn should contribute to greater workplace collegiality and should lead to greater employee satisfaction though

this is difficult to measure. In the longer term, this should facilitate increased output of cases.

2. Implement process improvements

The Committee staff refined the case report preparation process by introducing a new pre-screening procedure upon receiving the grievance. In addition, as noted in the above priority, the case plan, feedback on draft and team review were formalized.

The pre-screening process was implemented in the latter half of the 2004-2005 fiscal year, but it is expected that it will contribute to the completion of cases in a timely matter. In addition, through the internal feedback on case reports, staff are able to accelerate some components of their research and analysis plan.

In relation to the Committee's "cradle to grave" time lines, the Committee will continue to maintain statistics regarding workload and processing times. It will also examine resource issues and allocation with regard to case management processes. Where needed, it will also monitor and refine the pre-screening and other processes toward facilitating faster processing times.

Priority 3: Develop strategies for performance measurement

This priority had included two planned activities.

1. Conduct research and prepare report on organization-wide performance measurement

In the 2004-2005 fiscal year, the Committee constructed an appropriate Logic Model, Program Activity Architecture (PAA) and the Management Resources and Results Structure (MRSS). This process included invaluable discussions with staff, and information sharing with other agencies. The development of these tools play an important role in the Committee's continued commitment to measure the overall performance of the agency. They will also contribute to the evaluation plan of the Committee, to be submitted in the 2005-2006 fiscal year.

2. Implement performance measurement system

The Committee conducted a number of staff meetings toward the development of a Logic Model. This in turn provided the structure of the Program Activity Architecture, and the identification of indicators and data sources for future evaluation of the Committee work. (The new Program Activity Architecture, along with indicators and data sources, is outlined in the Committee's most recent RPP (for the 2005-2006 year)).

The development of the Logic Model will lead to increased planning capability for the Committee in the longer term. The Committee has begun to examine possible measures to evaluate the degree to which Committee recommendations are utilized by the RCMP grievance administration system. For example, an informal review of RCMP adjudication board decisions indicates that the Committee's findings and recommendations are often relied upon by the parties in formulating their arguments, and by the boards themselves in explaining the bases for their decisions. A formal evidence based review may support or reject this hypothesis. In addition, at two training sessions by the Committee (one in 2003, one in 2005) and in meetings with stakeholders, a variety of representatives have indicated that Committee tools are of use to all aspects of the grievance administration process. More structured independent interviews of stakeholders could better inform the Committee as to the perception of stakeholders to the work that it does. Finally, the Commissioner of the RCMP has in the past acknowledged shortcomings in certain policies of the Force, after these have been noted in Committee recommendations. Corrective action in these areas has then been taken.

In addition, the Committee frequently responds to inquiries from the public and RCMP members. The Committee provides timely responses that are based on up-to-date relevant information. This year, the Committee has introduced a tracking procedure to measure our performance in relation to this activity.

Program, resources and results linkages

The Committee continues to provide comprehensive case review, maintaining both impartiality and independence. It issued the same number of disciplinary recommendations this year as it did last year (7), and has observed a marked increase in the number of disciplinary cases referred to it in the last year. It issued fewer grievances, but many of these presented complex and important legal and policy issues. The Committee continues to develop an evaluation framework for its work, and it continues to strive to meet its time lines. This issue was noted as subject to internal team review in the 2004-2005 RPP. To better meet these time lines, staff of the Committee developed learning plans, and also formalized a number of case review practices, including pre-screening, case outlines, peer review, and quality assurance in the preparation of case reports and recommendations. The implementation of staff led case review practices and learning plans should lead to improved employee well being and effectiveness, although this is challenging to measure, and will be a matter of greater assessment into September 2005 (as per the 2004-2005 RPP). Measures towards the impartial review of cases contributes to more positive labour relations and contributes to harmonious relations, therefore meeting public interest concerns of Canadians.

<p>Strategic Outcome 2 - Promote exchanges of information (Note: See discussion below)</p>
<p><u>Plans, priorities and commitments</u></p> <p><i>Priority 1 - Increase level of awareness of the ERC's work</i></p> <ul style="list-style-type: none"> - develop and implement outreach strategy - ensure that information about the ERC and its findings and recommendations are readily available to stakeholders and the public by keeping the website up-to-date, publishing and distributing the <i>Communiqué</i> every three months, and making its government reports easily accessible <p><i>Priority 2 - Promote effective internal communications</i></p> <ul style="list-style-type: none"> - continue the practice of holding regular staff meetings and encourage collegiality in the case report preparation process.
<p><u>Expected results</u></p> <p><i>Priority 1</i></p> <ul style="list-style-type: none"> - ensure stakeholder awareness of RCMP External Review Committee - contribute to fair labour relations environment <p><i>Priority 2</i></p> <ul style="list-style-type: none"> - improve corporate knowledge base; maintain positive and productive work environment (ongoing)
<p><u>Program, resources, and results linkages</u> (Note: See discussion below)</p> <p><i>Priority 1</i></p> <ul style="list-style-type: none"> - continued outreach, more formal outreach strategy to be considered in evaluation process - communication tools timely and comprehensive - rapid and accurate responses to requests for information - additional training tools provided - web site a gateway to work of ERC - all communication tools are important to enhancing transparency of ERC work <p><i>Priority 2</i></p> <ul style="list-style-type: none"> - successful internal systems of communications through ongoing staff meetings

Discussion of Strategic Outcome 2: Promote exchanges of information

The Committee estimates that it spends 20% of its time and resources on tasks related to our second strategic outcome. Committee Chair and staff wages amounted to \$135,855 for the year and operating expenses to \$38,844.

The Committee identified two main priorities that pertain to its goal of promoting exchanges of information:

Priority 1 - Increase level of awareness of the ERC's work

Priority 2 - Promote effective internal communications

Priority 1: Increase level of awareness of the ERC's work

The Committee identified two activities toward this priority.

1. Develop and implement outreach strategy

Due to workload pressures and limited resources, the Committee has not yet developed a formal outreach strategy. However, the Committee continued to engage in outreach activities. Staff of the Committee met with a variety of stakeholders in the RCMP grievance administration system throughout the fiscal year. Staff of the Committee also contributed to a training of new adjudicators, analysts and staff representatives and this was positively received. These activities continue to contribute to a greater understanding of the ERC's role by stakeholders.

2. Ensure that information about the ERC and its findings and recommendations are readily available to stakeholders and the public by keeping the website up-to-date, publishing and distributing the Communiqué every three months, and making its government reports easily accessible

The Committee continued the publication of its *Communiqué* on a quarterly basis. In the 2004-2005 year, the *Communiqué* included three articles dedicated to assisting a variety of stakeholders. The Committee also completed comprehensive discipline training materials.

Ongoing maintenance of the Committee web-site also leads to greater transparency, given that all case summaries are on the site, as well as government reports and pertinent articles and case law. The Annual Report, which highlights key cases and issues faced by the Committee also raises public awareness of the Committee's work.

The publication of the *Communiqué*, the response to requests for information (56 in this fiscal year), the maintenance of the Committee Web site and the response to requests for information have been provided in a timely fashion.

Through the availability of ongoing information to stakeholders through communication tools, the Committee strives, on an ongoing basis, to contribute to a sound and fair labour relations environment within the RCMP. Given the importance of the work of the RCMP, Canadians benefit from measures that enhance the impartiality and transparency of the Committee review process.

Priority 2: Promote Effective internal Communications

The Committee identified one activity toward this priority.

1. Continue the practice of holding regular staff meetings and encourage collegiality in the case report preparation process

This is an ongoing priority of the Committee. The Committee has held regular staff meetings throughout the 2004-2005 fiscal year and encouraged collegial peer review in its day-to-day work. This has contributed to a productive work environment, and information sharing. In addition, the practice of staff members giving presentations at these meetings has enhanced collegiality, as well as increasing the corporate knowledge base of staff.

Program, resources and results linkages

The Committee has provided most if not all of its communication tools in a timely manner. These tools include: the quarterly *Communiqué*; response to requests for information; training tools for discipline and grievance cases; meetings with stakeholders; government reports, including the Annual Report; and keeping the web site current. The availability of these tools contributes to greater trust in the impartiality of the Committee. This contributes to more positive labour relations, adds to the transparency of Committee processes, and in turn addresses broader public interest concerns of Canadians.

SECTION III: SUPPLEMENTARY INFORMATION

Organizational Information

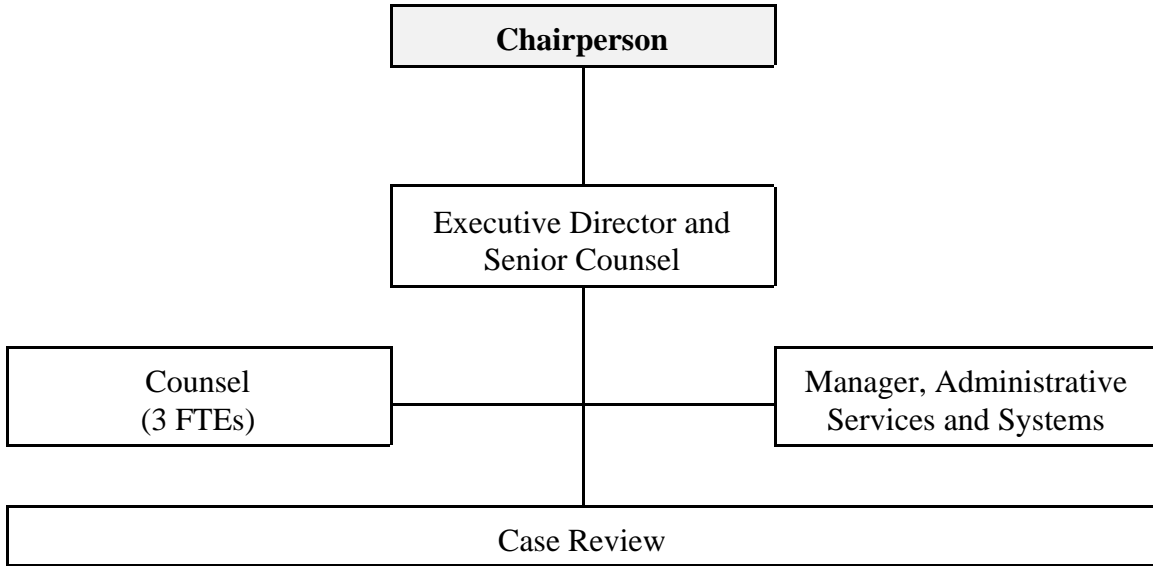


Table 1: Comparison of Planned to Actual Spending (incl. FTE)

(\$ thousands)	2002-03 Actual*	2003-04 Actual*	2004-2005 *			
			Main Estimates	Planned Spending	Total Authorities	Actual
Ensure an impartial review of cases	658	619	707	707	752	698
Promote exchanges of information	164	155	177	177	188	175
Total	822	774	884	884	940	873

Total	822	774	884	884	940	873
Less: Non-Responsible revenue	0	0	0	0	0	0
Plus: Cost of services received without charge**	103	112	114	114	114	116
Net cost of Committee	925	886	998	998	1054	989

Full Time Equivalents	6	6	6	6	6	6
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* includes Employee Benefit Plans (EBP)

** Services received without charge usually include accommodation provided by PWGSC, the employer's share of employees' insurance premiums, and expenditures paid by TBS (excluding revolving funds), Workers' Compensation coverage provided by Social Development Canada, and services received from the Department of Justice Canada (see Table 4).

Table 2: Use of Resources by Strategic Outcome

2004-2005				
Strategic Objective	Budgetary (\$ thousands)			Total
	Operating	Total: Gross Budgetary Expenditures	Less: Respendable Revenue	
Ensure an impartial review of cases				
Main Estimates	707	707	0	707
<i>Planned Spending</i>	<i>707</i>	<i>707</i>	<i>0</i>	<i>707</i>
Total Authorities	752	752	0	752
<i>Actual Spending</i>	<i>698</i>	<i>698</i>	<i>0</i>	<i>698</i>
Promote exchanges of information				
Main Estimates	177	177	0	177
<i>Planned Spending</i>	<i>177</i>	<i>177</i>	<i>0</i>	<i>177</i>
Total Authorities	188	188	0	188
<i>Actual Spending</i>	<i>175</i>	<i>175</i>	<i>0</i>	<i>175</i>

Table 3: Voted and Statutory Items

(\$ thousands)					
Vote or Summary Item	Truncated Vote or Statutory Wording	2004-2005			
		Main Estimates	Planned Spending	Total Authorities	Actual
70	Operating Expenditures	769	769	815	748
(S)	Contributions to employee benefit plans	115	115	125	125
	Total	884	884	940	873

Table 4: Net Cost of Committee

(\$ thousands)	Total
Total Actual Spending	873
<i>Plus: Services Received without Charge</i>	
Accommodation provided by Public Works and Government Services Canada (PWGSC)	72
Contributions covering employers' share of employees' insurance premiums and expenditures paid by TBS (excluding revolving funds)	44
Worker's compensation coverage provided by Social Development Canada	0
Salary and associated expenditures of legal services provided by Justice Canada	0
	116
<i>Less: Non-respendable Revenue</i>	0
2004-2005 Net Cost of Program	989

Table 5-A - 2004-2005 User Fee Reporting - *User Fees Act*

A. User Fee	Fee Type	Fee Setting Authority	Date Last Modified	2004-2005						Planning Years	
				Forecast Revenue (\$000)	Actual Revenue (\$000)	Full Cost (\$000)	Performance Standard ¹	Performance Results ¹	Fiscal year	Forecast Revenue (\$000)	Estimated Full Cost (\$000)
Fees charged for the processing of access requests filed under the <i>Access to Information Act</i>	(O)	<i>Access to Information Act</i>	1992	see section C	see section C	see section C	Framework under development by TBS More info: http://lois.justice.gc.ca/en/a-1/8.html	Statutory deadlines met 100% of the time	2005-06 2006-07 2007-08	see section C	see section C
<p>B. <u>Date Last Modified:</u> n/a</p> <p>C. <u>Other Information:</u></p> <p>The RCMP External Review Committee receives a very minimal number of Access to Information requests. It received 12 requests in the 2004-05 fiscal year, of which 10 were transferred to another federal institution. The other 2 were processed accordingly and the Committee collected \$10. The Committee projects that it will receive the same amount of requests for fiscal years 2005-06, 2006-07 and 2007-08.</p>											

¹ Note:

According to prevailing legal opinion, where the corresponding fee introduction or more recent modification occurred prior to March 31, 2004, the:

- Performance standard, if provided, may not have received Parliamentary review;
- Performance standard, if provided, may not respect all establishment requirements under the *UFA* (e.g. international comparison; independent complaint address)
- Performance result, if provided, is not legally subject to *UFA* section 5.1 regarding fee reduction for failed performance.

Table 5-B - 2004-2005 User Fee Reporting - Policy on Service Standards for External Fees

A. External Fee	Service Standard ¹	Performance Result ¹	Stakeholder Consultation
Fees charged for the processing of access requests filed under the <i>Access to Information Act</i>	Framework under development by TBS More info: http://lois.justice.gc.ca/en/a-1/8.html	Statutory deadlines met 100% of the time	The service standard is established by the <i>Access to Information Act</i> and the <i>Access to Information Regulations</i> . Consultations with stakeholders were undertaken for amendments done in 1986 and 1992.
B. Other Information: n/a			

¹ Note:

As established pursuant to the Policy on Service Standards for External Fees:

- Service standards may not have received Parliamentary review;
- Service standards may not respect all performance standard establishment requirements under the *UFA* (e.g. international comparison; independent complaint address)
- Performance results are not legally subject to *UFA* section 5.1 regarding fee reduction for failed performance.

Table 6 - Travel Policies

Comparison to the TBS Special Travel Authorities

Travel Policy of the RCMP External Review Committee:

The RCMP External Review Committee follows the TBS Special Travel Authorities.

Comparison to the TBS *Travel Directive, Rates and Allowances*

Travel Policy of the RCMP External Review Committee:

The RCMP External Review Committee follows the TBS *Travel Directive, Rates and Allowances*.

SECTION IV - OTHER ITEMS OF INTEREST

Resource Person

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Executive Director and Senior Counsel (Acting)
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