



Parole Board of Canada (PBC)

Open Government Implementation Plan (OGIP)

2nd Annual Update



This report provides a summary of PBC's strategy in complying with the Open Government Initiative.

10/31/2017

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Executive Summary

Canada has a longstanding commitment to openness and accountability as a cornerstone of a strong, modern democracy. From the passing of access to information legislation over 30 years ago to current open government and proactive disclosure activities, the Government of Canada has worked to ensure transparency on federal operations to enable Canadians to hold their government accountable. The commitments included in [Canada's Action Plan on Open Government 2014-16](#) will further progress on the delivery of transparent and accountable programs and services focused on the needs of Canadians.

The proactive release of data and information is the starting point for all other open government activity. Accordingly, the Government of Canada has firmly established an "open by default" position in its mandatory policy framework by issuing the [Directive on Open Government](#).

The Parole Board of Canada (PBC) constantly strives to contribute to the Government of Canada's outcome of a safe and secure Canada and contributes to this outcome by making quality conditional release and record suspension decisions and clemency recommendations that result in the safe reintegration of offenders in the community.

In making conditional release and record suspension decisions, as well as clemency recommendations, the Board's primary objective is the long-term protection of society. In rendering its decisions, the PBC is autonomous and independent. However, its decisions are open and transparent to the public by virtue of its legislation and policies.

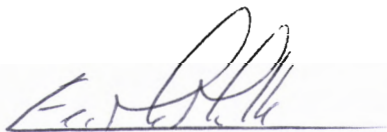
The main priority of the Board with respect to Open Government is to continue making decisions as transparent as possible and sharing data and information in an open and transparent manner, while ensuring that the data and information shared is not detrimental to the Board's protection of society mandate. Therefore, great care must be taken in selecting what data and information can be shared and what should be held for the safety of the Canadian public.

The Open Government Implementation Plan (OGIP) and its updates will be published according to the following schedule:

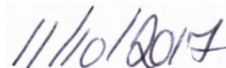
| Deliverable # | Deliverable | Release Date |
|---------------|---|---------------------------|
| 6.4.2 | PBC's Original OGIP | October 2015 |
| 6.4.6 | 1 st Annual Update to PBC's OGIP | October 2016 ¹ |
| 6.4.7 | 2 nd Annual Update to PBC's OGIP | October 2017 |
| 6.4.8 | 3 rd Annual Update to PBC's OGIP | October 2018 |
| 6.4.9 | 4 th Annual Update to PBC's OGIP | October 2019 |

¹ On March 3, 2017, PBC's Information Management Committee (IMC) agreed that the unfinished 1st Annual update (OGIP deliverable 6.4.6) would not be completed. It was incomplete due to the transition to a new PBC Open Government Project Team. The Open Government Project Team (OGPT) was instructed to move right to completing the 2nd annual update to PBC's OGIP for an October 2017 release.

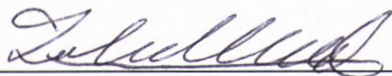
Approvals



Eric Mc Mullen
Information Management Senior Official
Director, Corporate Services
Parole Board of Canada



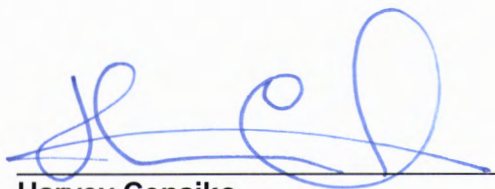
Date



Talal Dakalbab
Executive Director General
Parole Board of Canada

OCT 12 2017

Date



Harvey Cenaiko
Chairperson
Parole Board of Canada

2017-10-13

Date

Purpose

This document describes the PBC's plan to complete activities and deliverables aligned to the requirements of the [Directive on Open Government](#), in order to achieve full compliance by the March 31st 2020 implementation deadline.

The objective of the Directive is to maximize the release of government information and data of business value to support transparency, accountability, citizen engagement, and socio-economic benefits through reuse, subject to applicable restrictions associated with privacy, confidentiality, and security (Directive on Open Government, Section 5.1).

The expected results of the *Directive on Open Government* (Section 5.2) are that Canadians are able to find and use Government of Canada information and data:

- to support accountability;
- to facilitate value-added analysis;
- to drive socio-economic benefits through reuse;
- to support meaningful engagement with their government.

Context

Mandate

The Parole Board of Canada (PBC) is an agency within the Portfolio of Public Safety Canada which also includes the [Royal Canadian Mounted Police \(RCMP\)](#), the [Canadian Security Intelligence Service \(CSIS\)](#), the [Canada Border Services Agency \(CBSA\)](#) and the [Correctional Service of Canada \(CSC\)](#).

The Board is an independent administrative tribunal that has exclusive authority under the [Corrections and Conditional Release Act](#) to grant, deny, cancel, terminate or revoke day parole and full parole. The PBC may also order certain offenders to be held in prison until the end of their sentence. This is called detention during the period of statutory release. In addition, the Board makes conditional release decisions for offenders in provinces and territories that do not have their own parole boards. Only the provinces of Ontario and Quebec have their own parole boards that have authority to grant releases to offenders serving less than two years in prison.

The Board is also responsible for making decisions to order, refuse to order and revoke record suspensions under the [Criminal Records Act](#) and the [Criminal Code of Canada](#). A [record suspension](#) is a formal attempt to remove the stigma of a criminal record for people who, having been convicted of an offence, have satisfied the sentence and remained crime free. The Board also makes recommendations for the exercise of clemency through the Royal Prerogative of Mercy.

The Parole Board of Canada (PBC) is headed by a Chairperson who reports to Parliament, through the Minister of [Public Safety Canada](#). The Minister, however, does not have statutory authority to give direction to the Chairperson or other members of the PBC in the exercise of

their decision-making powers regarding the conditional release of offenders. This structure helps to ensure the PBC's impartiality and the integrity of the parole decision making process.

Outcomes of the PBC daily work can be found in the annual [Performance Monitoring Reports](#). The report provides performance results and statistical information for the past five years on parole and other conditional release programs.

Regional Distribution

The Board has approximately 475 full-time equivalents (FTE) serving 10 provinces and three territories.

The PBC's national office is located in Ottawa and there are five regions in six offices:

Atlantic Region: Moncton (New Brunswick)

Quebec Region: Montreal (Quebec)

Ontario/Nunavut Region: Kingston (Ontario/Nunavut)

Prairie Region: Saskatoon (Saskatchewan) and Edmonton (Alberta)

Pacific Region: Abbotsford (British Columbia)

The Appeal Division of the Board is also located in the national office.

Vision Statement

As an independent administrative tribunal, the Parole Board of Canada contributes to making communities safer.

Mission Statement

The Parole Board of Canada, as part of the criminal justice system, makes independent, quality conditional release and record suspension decisions and clemency recommendations, in an open and accountable manner, while respecting the rights and dignity of both offenders and victims, in accordance with its statutory responsibilities and authorities.

Values

- a) Respect - We respect the inherent potential and rights of all members of society.
- b) Openness, Integrity, and Accountability - We are committed to openness, integrity and accountability in the execution of our mandate.
- c) Excellence - We achieve the Parole Board of Canada's Mission through the contributions of qualified individuals working in a continuous learning environment.

Technological Environment

Since April 2007, PBC has been involved in a partnership with Correctional Service Canada (CSC) for IT-related services, ranging from compliance, support, procurement, and program management.

Thus, CSC maintains PBC's information databases for both program-oriented and internal services business activities.

CSC also hosts PBC's shared drives and intranet Website where unstructured information is stored and posted.

Challenges and Opportunities

Although PBC is willing to be as transparent as possible by releasing data and information, we need to be extremely prudent with our approach. The data and information that PBC holds is of great sensitivity and will need to be carefully assessed before a decision is made to release it. The process of anonymization will definitely need to be carefully applied on what will be deemed as releasable data and/or information.

Furthermore, we need to respect our mission statement which stipulates that we are committed in respecting the rights and dignity of both offenders and victims, in accordance with its statutory responsibilities and authorities. The release of datasets and information must also comply with the Acts of Parliament, policies and other legal obligations which have been put in place for reasons of public safety and individual privacy.

The PBC Information Management team and the Correctional Service Canada Information Technology team will be working closely together to ensure the protection and privacy of the information.

Outcomes

The main outcomes that the PBC is expecting from implementing the *Directive on Open Government* are the following:

- Supporting accountability by increasing the transparency of the PBC's decisions and decision-making processes, which constitutes one of the main pillars of the PBC's Program Alignment Architecture (P 1.2 Conditional Release Openness and Accountability);
- Optimizing the value and reusability of the institution's data and information;
- Optimizing the protection of the institution's data and information through increased awareness of ownership, privacy, confidentiality, and security considerations; and
- Facilitating information and data gathering for researchers in the fields of criminology, psychology, philosophy, law-enforcement, sociology, etc.

Governance Structures and Decision Processes

The following sub-sections describe the governance structures and decision processes that support open government and how those responsibilities are delegated and fulfilled within the institution.

Roles and Responsibilities – Deputy Head and Information Management Senior Official

The governance of the PBC's Open Government Implementation Plan (OGIP) is informed by the responsibilities identified for the Information Management Senior Official (IMSO) and Deputy Head (DH) in sections 6 (Requirements), 7 (Monitoring and Reporting Requirements), and 8 (Consequences) of the Directive on Open Government.

The responsibilities of the Chairperson (PBC's Deputy Head), Executive Director General, and IMSO are as follows:

- a. Chairperson of the Parole Board of Canada (PBC):
 - Designates the Information Management Senior Official (IMSO) to meet requirements under Section 6 of the *Directive on Open Government*;
 - Approves the initial Open Government Implementation Plan (OGIP) and subsequent annual updates.
- b. Executive Director General (EDG):
 - Provides feedback and pre-approval of the Open Government Implementation Plan (OGIP) and its subsequent annual updates prior to submission to the Chairperson for final approval.
- c. The Information Management Senior Official (IMSO):
 - Provides monthly status report to the EDG.
 - Reviews the OGIP, provides feedback and presents it to the EDG
 - As stated in Section 6 of the *Directive on Open Government*, the IMSO is responsible for:
 - Maximizing the release of Government of Canada open data (structured data) and open information (unstructured documents and multi-media assets) under an open and unrestrictive license designated by the Treasury Board of Canada Secretariat as outlined in [Appendix B](#);
 - Ensuring that open data and open information is released in accessible and reusable formats via Government of Canada websites and services designated by the Treasury Board of Canada Secretariat;
 - Establishing and maintaining comprehensive inventories of data and information resources of business value held by the department to determine their eligibility and priority, and to plan for their effective release;
 - Developing, posting to the designated website, implementing, and annually updating a departmental Open Government Implementation Plan (OGIP) as outlined in [Appendix C](#);
 - Maximizing the removal of access restrictions on departmental information resources of enduring value prior to transfer to Library and Archives Canada as part of planned disposition activities; and

- Ensuring that open government requirements in sections 6.1 to 6.5 of this directive are integrated in any new plans for procuring, developing, or modernizing departmental information applications, systems, or solutions in support of the delivery of programs and services.
- o As stated in Section 7.1 of the Directive on Open Government, the IMSO is responsible for:
 - Overseeing the implementation and monitoring of this directive in their department;
 - Working with key stakeholders, including heads of communications, chief information officers (CIOs), departmental security officers (DSOs), data owners, functional specialists, and access to information and privacy coordinators to ensure the implementation of this directive;
 - Bringing to the deputy head's attention any significant difficulties, gaps in performance or compliance issues, and developing proposals to address them;
 - Ensuring that corrective actions are taken to address instances of non-compliance. Corrective actions can include additional training, changes to procedures and systems, and other measures as appropriate; and
 - Reporting any performance or compliance issues to the Chief Information Officer Branch of the Treasury Board of Canada Secretariat.

Roles and Responsibilities – Key Stakeholders

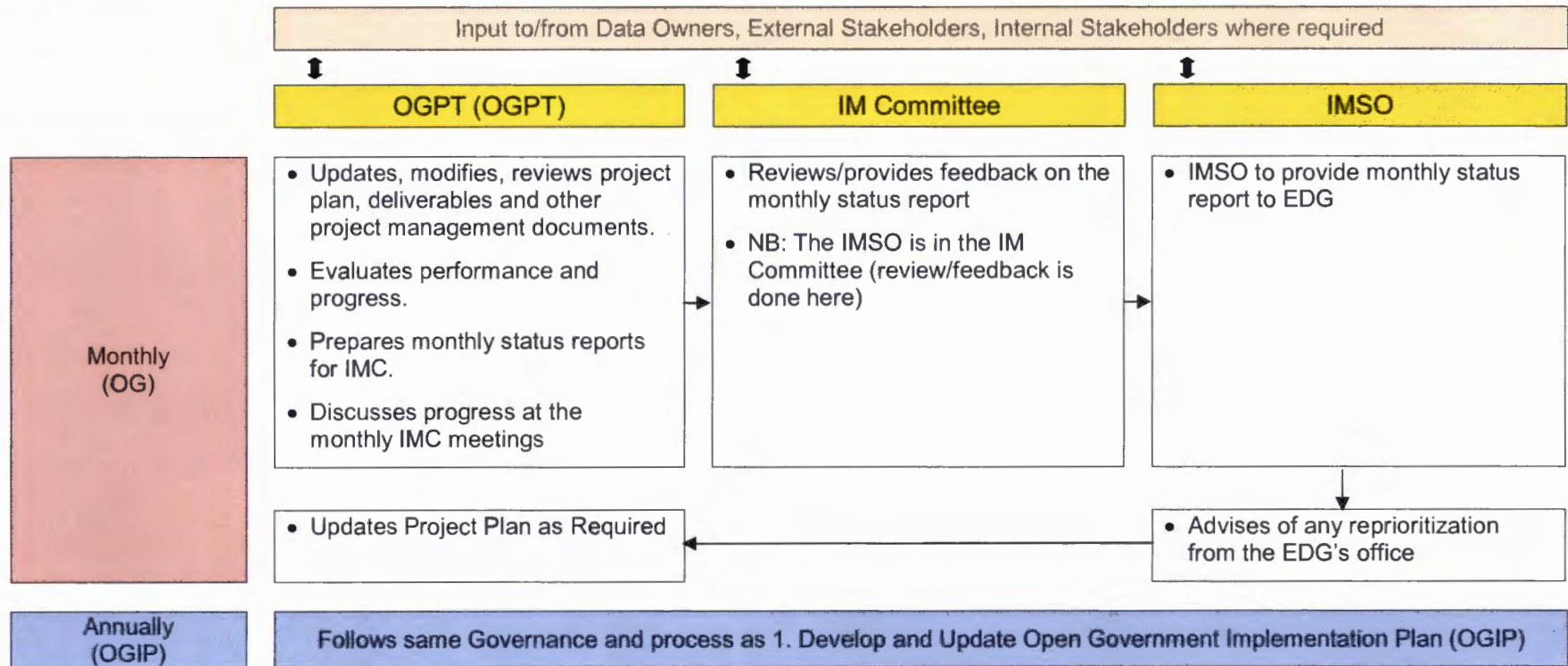
The roles and responsibilities for key stakeholders as they relate to the Open Government Implementation Plan (OGIP) are as follows:

a. The Open Government Team (OGPT):

- o Drafts the Open Government Implementation Plan (OGIP), updates plan on a yearly basis, publish it internally and uploads the plan on the Open Government Portal if and when required;
- o Drafts Data Release Plan and Information Release Plan;
- o Analyses changes in project plan, performance, governance structures, etc.;
- o Incorporates changes in priorities;
- o Updates, modifies, reviews project plan, deliverables and other project management documents;
- o Ensures that all milestones and deliverables (data and information inventories, release protocols, removal of access restrictions) are met toward full compliance with the Directive;
- o Participates at symposiums and in consultation sessions such as working groups.
- o Consults with internal and external stakeholders;
- o Support Data Owners through the process of gathering and populating data and information by providing them with the necessary tools and procedures;
- o Completes quality monitoring to evaluate performance and progress;
- o Provides monthly reports to the Information Management Committee (Steering Committee) which includes statistical data that supports the team's justification in requesting additional funding and human resources to ensure PBC is compliant with the Open Government initiative and
- o Updates the Open Government iNet page as required.

- b. IM Committee (also the Open Government Steering Committee)
 - Oversees the governance of the Open Government Implementation Plan (OGIP) at the PBC.
 - Reviews and pre-approves all documents and tools created by the Open Government Project Team (OGPT) to deliver the requirements of the Open Government Directive.
- c. PBC Data owners:
 - Contribute to the data inventory, information inventory and data release plan as subject matter experts.
- d. PBC Offices of Primary Interest (OPIs):
 - Provide feedback on information and data related to their own area of expertise.
- e. PBC Stakeholders:
 - Are not necessarily data owners or OPIs, but may be called upon to participate in consultations regarding certain milestones and deliverables of the Open Government Implementation Plan (OGIP) as subject matter experts.
- f. CSC-IT Resources:
 - As part of the Master Service Agreement on IT Services between PBC and Correctional Service Canada (CSC), resources from various areas in Information Technology (database administrators, application developers, IT Security Specialists, etc.) assist PBC in meeting the requirements of the Open Data and Open Information aspect of the Directive.
- g. CSC-IM Resources:
 - Assists in the decision-making process of releasing or not data shared by CSC and PBC.
 - Grants or denies authorization to release data when shared by CSC and PBC.
- h. Public Affairs Division:
 - Coordinates responses to public inquiries related to PBC's published data and information.
 - i. Access to information and privacy (ATIP) Team Lead:
 - Participates in discussions including providing support and guidance on criteria for release of information and data.
 - Conducts a Privacy Impact Assessment if required.
 - Supports the OGPT if privacy breaches inadvertently occur, following the release of open data and/or open information.
 - ii. Communications Advisor:
 - Supports the OGPT in developing a communication plan on the Open Government initiative.
- i. Contracting Advisor:
 - Where applicable, ensures that the Directive on Open Government is integrated in PBC's procurement processes.
- j. Legal services:
 - Provide advice to PBC on the legal requirements and related risks.
 - Provide legal guidance on PBC internal release process.

Monitoring and Reporting on OG & OGIP



Communication, Awareness, and Engagement

An Open Government (OG) iNet page was created and was embedded into PBC's current IM page. All tools, guidelines and processes created to date by the PBC's OGPT is available on the new OG iNet page for our programs and services to refer to as we build our dataset inventory and gather the metadata for the upload to the OG portal. A message will be sent to all PBC employees announcing the launch of the new OG iNet page by the end of October. This new page will also provide background information to all PBC employees on the requirements of the *Directive on Open Government*, including the specific roles and responsibilities each internal and external stakeholder has to play for PBC to reach its milestones.

ANNEX "A"

Planning Tables

Planning Table A: Directive on Open Government Requirements

Planning assumptions:

- The Open Government Project Team (OGPT) consists of 7 full-time employees of various levels (CR04, AS01, AS02, AS03, AS04, AS05) dedicating part-time hours to the Open Government initiative; and
- CSC-IT resources fall under the Master Service Agreement between PBC and CSC for IT Services.

| Reference | Compliance Requirement | Deliverables / Milestones | Lead | Activities | Actual Start Date | Actual End Date | TBS Target date | Resources (Human and Financial) | Status |
|-----------|--|---|------|--|-------------------|-----------------|-----------------|--|-------------|
| DOG 6.1 | Maximizing the release of Government of Canada data and information under an open and unrestrictive licence designated by the Treasury Board of Canada Secretariat | 6.1.1 PBC's Data Release Plan | IMSO | - 6.1.1.1 - Include data inventory | February 2017 | | October 2018 | | In Progress |
| | | | IMSO | - 6.1.1.2 - Collaborate with CSC and data owners on establishing a timeline and a process for data release | February 2017 | | October 2018 | - CSC-IT resource(s) - PBC data owners - OGPT - ATIP - Legal | In Progress |
| | | | IMSO | - 6.1.1.3 - Develop the Data Release Plan | February 2017 | | October 2018 | | In Progress |
| | | | IMSO | - 6.1.1.4 - Obtain approval from IM Committee and IMSO | February 2017 | | October 2018 | | In Progress |
| | | | IMSO | - 6.1.1.5 - Publish Data Release Plan on PBC OG iNet page | February 2017 | | October 2018 | | In Progress |
| | | 6.1.2 PBC's Information Release Plan | IMSO | - 6.1.2.1 - Include Information inventory | | | October 2018 | - CSC-IT resource(s) - PBC data owners - OGPT - ATIP - Legal | Not Started |
| | | | IMSO | - 6.1.2.2 - Collaborate with ATIP, Data Owners, OPIs and CSC on establishing a timeline and a process for information release | | | March 2020 | | Not Started |
| | | | IMSO | - 6.1.2.3 - Develop the Information Release Plan | | | March 2020 | | Not Started |
| | | | IMSO | - 6.1.2.4 - Obtain approval from IM Committee and IMSO | | | March 2020 | | Not Started |
| | | | IMSO | - 6.1.2.5 - Publish the Information Release Plan on PBC OG iNet page | | | March 2020 | | Not Started |

| Reference | Compliance Requirement | Deliverables / Milestones | Lead | Activities | Actual Start Date | Actual End Date | TBS Target date | Resources (Human and Financial) | Status |
|-----------|--|---|------|---|-------------------|-----------------|-----------------|--|---|
| DOG 6.2 | Ensuring that open data and open information is released in accessible and reusable formats via Government of Canada websites and services designated by the TBS | 6.2.1 Listing of accessible and reusable formats (for data and information) to be used at PBC | IMSO | - 6.2.1.1 - Consult with TBS to confirm accessible and reusable formats specifications | 2017-09-25 | | Not Specified | - TBS | In progress Dependent on the completion of Deliverable/Milestone 6.3.3 & 6.3.4 |
| | | | IMSO | - 6.2.1.2 - Develop PBC Open Government and Open Data Guidelines and Standards | | | Not Specified | - CSC-IT resource(s) - PBC data owners - Public Affairs division - IM Committee | |
| | | | IMSO | - 6.2.1.3 - Obtain approval from IM Committee and IMSO | | | Not Specified | - IMSO | |
| | | 6.2.2 Conversion process(es) for data identified for release whose native format is not accessible and reusable | IMSO | - 6.2.2.1 - Develop with the assistance of CSC, the Open Data Guidelines and Standards | 2017-09-10 | | Not Specified | - CSC-IT resource(s) - OGPT | In progress Dependent on the completion of Deliverable/Milestone 6.2.1 |
| | | 6.2.3 Conversion process(es) for information identified for release whose native format is not accessible and reusable | IMSO | - 6.2.3.1 - Develop with the assistance of CSC, Open Information Guidelines and Standards | | | Not Specified | - CSC-IT resource(s) - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.2.1 |
| | | 6.2.4 Release process to support the publication of PBC's data | IMSO | - 6.2.4.1 - Develop a draft process for data publication in collaboration with the ATIP group | | | Not Specified | - CSC-IT resource(s) - OGPT - Public Affairs division | Not started Dependent on the completion of Deliverable/Milestone 6.1.1 |
| | | | IMSO | - 6.2.4.2 - Work with CSC on the process for releasing data | 2017-09-27 | | Not Specified | - CSC-IT resource(s) - OGPT | In progress Dependent on the completion of Deliverable/Milestone 6.1.1 |
| | | | IMSO | - 6.2.4.3 - Send draft to CSC and ATIP for input. | | | Not Specified | - CSC-IT resource(s) - OGPT - Public Affairs division | Not started Dependent on the completion of Deliverable/Milestone 6.1.1 |
| | | | IMSO | - 6.2.4.4 - Revise drafts and write final version | | | Not Specified | - OGPT - IMSO - IM Committee | Not started Dependent on the completion of Deliverable/Milestone 6.1.1 |
| | | | IMSO | - 6.2.4.5 - Obtain IM Committee and IMSO approval | | | Not Specified | - OGPT - IM Committee - IMSO | Not started Dependent on the completion of Deliverable/Milestone 6.1.1 |
| | | 6.2.5 Release process to support the publication of PBC's information | IMSO | - 6.2.5.1 - Develop a draft process for information publication in collaboration with the ATIP group | | | Not Specified | - CSC-IT resource(s) - OGPT - Public Affairs division | Not started Dependent on the completion of Deliverable/Milestone 6.1.2 |
| | | | IMSO | - 6.2.5.2 - Work with CSC on a technical process for release | | | Not Specified | - CSC-IT resource(s) - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.1.1 |
| | | | IMSO | - 6.2.5.3 - Send draft to CSC and ATIP for input. | | | Not Specified | - CSC-IT resource(s) - OGPT - Public Affairs division | Not started Dependent on the completion of Deliverable/Milestone 6.1.2 |

Open Government Implementation Plan (OGIP)

| Reference | Compliance Requirement | Deliverables / Milestones | Lead | Activities | Actual Start Date | Actual End Date | TBS Target date | Resources (Human and Financial) | Status |
|-----------|--|--|------|---|-------------------|-----------------|-----------------|---|---|
| DOG 6.3 | Establishing and maintaining comprehensive inventories of data and information resources of business value held by the department to determine their eligibility and priority, and to plan for their effective release | | IMSO | - 6.2.5.4 - Revise drafts and write final version | | | Not Specified | - OGPT - IMSO - IM Committee | Not started Dependent on the completion of Deliverable/Milestone 6.1.2 |
| | | | IMSO | - 6.2.5.5 - Obtain IM Committee and IMSO approval | | | Not Specified | - OGPT - IMSO - IM Committee | Not started Dependent on the completion of Deliverable/Milestone 6.1.2 |
| | | 6.3.1 Methodology for establishing a data inventory | IMSO | - 6.3.1.1 - Develop Call Letter for PBC Stakeholders and CSC to collect feedback impacting data inventory | January 2017 | April 2017 | October 2016 | - OGPT | Completed |
| | | | IMSO | - 6.3.1.2 - Request and obtain feedback from PBC Stakeholders and CSC | January 2017 | April 2017 | October 2016 | - OGPT | Completed |
| | | | IMSO | - 6.3.1.3 - Review input from CSC and PBC Stakeholders *involves going back for clarification until we have all that is required to review | January 2017 | April 2017 | October 2016 | - OGPT - CSC IT resource(s) - External Stakeholders | Completed |
| | | | IMSO | - 6.3.1.4 - Draft Work plan for the methodology development using TBS Guidance on Completing | January 2017 | April 2017 | October 2016 | - OGPT | Completed |
| | | | IMSO | - 6.3.1.5 - Get draft work plan reviewed | January 2017 | April 2017 | October 2016 | - OGPT - IMSO - IM Committee | Completed |
| | | | IMSO | - 6.3.1.6 - Modify draft to produce final version | January 2017 | April 2017 | October 2016 | - OGPT - IMSO - IM Committee | Completed |
| | | | IMSO | - 6.3.1.7 - Have final version reviewed | January 2017 | April 2017 | October 2016 | - OGPT - IMSO - IM Committee | Completed |
| | | | IMSO | - 6.3.1.8 - Get IMSO approval | January 2017 | April 2017 | October 2016 | - OGPT - IMSO - IM Committee | Completed |
| | | | IMSO | - 6.3.1.9 - Save Final Version in Repository | January 2017 | April 2017 | October 2016 | - OGPT | Completed |
| | | 6.3.2 Methodology for establishing an information inventory | IMSO | - 6.3.2.1 - Develop Call Letter for PBC Stakeholders and CSC to collect feedback impacting information inventory | | | October 2018 | - OGPT | Not Started |
| | | | IMSO | - 6.3.2.2 - Request and obtain feedback from PBC Stakeholders and CSC | | | October 2018 | - OGPT | Not Started |
| | | | IMSO | - 6.3.2.3 - Review input from CSC and PBC Stakeholders *involves going back for clarification until we have all that is required to review | | | October 2018 | - OGPT - CSC It resources - External Stakeholders | Not Started |

| Reference | Compliance Requirement | Deliverables / Milestones | Lead | Activities | Actual Start Date | Actual End Date | TBS Target date | Resources (Human and Financial) | Status |
|-----------|------------------------|---|------|---|-------------------|-----------------|-----------------|---|---|
| | | | IMSO | - 6.3.2.4 - Draft Work plan for the methodology development using TBS Guidance on Completing | | | October 2018 | - OGPT | Not Started |
| | | | IMSO | - 6.3.2.5 - Get draft work plan reviewed | | | October 2018 | - OGPT - IMSO - IM Committee | Not Started |
| | | | IMSO | - 6.3.2.6 - Modify draft to produce final version | | | October 2018 | - OGPT - IMSO - IM Committee | Not Started |
| | | | IMSO | - 6.3.2.7 - Have final version reviewed | | | October 2018 | - OGPT - IMSO - IM Committee | Not Started |
| | | | IMSO | - 6.3.2.8 - Get IMSO approval | | | October 2018 | - OGPT - IMSO - IM Committee | Not Started |
| | | | IMSO | - 6.3.2.9 - Save Final Version in Repository | | | October 2018 | - OGPT | Not Started |
| | | 6.3.3 Data inventory (detailed, itemized list(s) that describe the volume, scope and complexity of the data held by PBC) | IMSO | - 6.3.3.1 - Develop work plan | January 2017 | | October 2016 | - OGPT | In Progress /Late |
| | | | IMSO | - 6.3.3.2 - Conduct consultations with CSC, Data Owners and Data Warehouse | January 2017 | | October 2016 | - CSC-IT resource(s) - OGPT | In Progress /Late |
| | | | IMSO | - 6.3.3.3 - For each database, identify data owners | June 2016 | October 2017 | October 2016 | - OGPT | Completed |
| | | | IMSO | - 6.3.3.4 - Draft partial data inventory | January 2017 | September 2017 | October 2016 | - PBC data owners - OGPT | Completed |
| | | | IMSO | - 6.3.3.5 - Validation round with CSC and PBC data owners | January 2017 | | October 2016 | - OGPT - CSC-IT resource(s) - Data Owners | In Progress /Late |
| | | | IMSO | - 6.3.3.6 - Final version | January 2017 | | October 2016 | - OGPT | In Progress /Late |
| | | | IMSO | - 6.3.3.7 - Obtain approval from IM Committee and IMSO | January 2017 | | October 2016 | - OGPT - IM Committee - IMSO | In Progress /Late |
| | | 6.3.4 Information inventory (detailed, itemized list(s) that describe the volume, scope and complexity of the information held by PBC) | IMSO | - 6.3.4.1 - Develop work plan | | | October 2018 | - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.3.2 |
| | | | IMSO | - 6.3.4.2 - Conduct consultations with PBC OPIs | | | October 2018 | - PBC data owners - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.3.2 |
| | | | IMSO | - 6.3.4.3 - Draft inventory | | | October 2018 | - PBC data owners - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.3.2 |

Open Government Implementation Plan (OGIP)

| Reference | Compliance Requirement | Deliverables / Milestones | Lead | Activities | Actual Start Date | Actual End Date | TBS Target date | Resources (Human and Financial) | Status |
|-----------|------------------------|---------------------------|------|--|-------------------|-----------------|-----------------|---|--|
| | | | IMSO | - 6.3.4.4 - Validation round with PBC OPIs | | | October 2018 | - PBC data owners - OGPT - PBC OPIs | Not started Dependent on the completion of Deliverable/Milestone 6.3.2 |
| | | | IMSO | - 6.3.4.5 - Final version | | | October 2018 | - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.3.2 |
| | | | IMSO | - 6.3.5.1 - Develop PBC Open Data inventory | | | October 2016 | - PBC OPIs - CSC-IT resource(s) - Data Owners - OGPT | Not started/Late Dependent on the completion of Deliverable/Milestone 6.3.3 |
| | | | IMSO | - 6.3.5.2 - update template | | | October 2016 | - OGPT | Not started/Late Dependent on the completion of Deliverable/Milestone 6.3.3 |
| | | | IMSO | - 6.3.5.3 - Determine the appropriate review cycle | | | October 2016 | - PBC OPIs - Data Owners - OGPT | Not started/Late Dependent on the completion of Deliverable/Milestone 6.3.3 |
| | | | IMSO | - 6.3.5.4 - Implement process | | | October 2016 | OGPT | Not started/Late Dependent on the completion of Deliverable/Milestone 6.3.3 |
| | | | IMSO | - 6.3.6.1 - Develop PBC Open Information inventory | | | October 2018 | - PBC OPIs - CSC-IT resource(s) - Data Owners - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.3.4 |
| | | | IMSO | - 6.3.6.2 - Update template | | | October 2018 | - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.3.4 |
| | | | IMSO | - 6.3.6.3 - Determine the appropriate review cycle | | | October 2018 | - PBC OPIs - Data Owners - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.3.4 |
| | | | IMSO | - 6.3.6.4 - Implement process | | | October 2018 | - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.3.4 |
| | | | IMSO | - 6.3.7.1 - Based on data inventory, evaluate assets for eligibility and priority for release, following consultations with CSC-IT and PBC OPIs | January 2017 | | October 2016 | - PBC OPIs - CSC-IT resource(s) - OGPT | In Progress/Late Dependent on the completion of Deliverable/Milestone 6.3.3 |
| | | | IMSO | - 6.3.7.2 - Include evaluation as appendix in data inventory | January 2017 | | October 2016 | - OGPT | In Progress/Late Dependent on the completion of Deliverable/Milestone 6.3.3 |

| Reference | Compliance Requirement | Deliverables / Milestones | Lead | Activities | Actual Start Date | Actual End Date | TBS Target date | Resources (Human and Financial) | Status |
|-----------|--|---|------|--|-------------------|-----------------|-----------------|--|---|
| DOG 6.4 | Developing, posting to the designated website, implementing, and annually updating a departmental Open Government Implementation Plan (OGIP) | 6.3.8 Assets included in the information inventory are evaluated to determine their eligibility and priority for release | IMSO | - 6.3.8.1 - Based on information inventory, evaluate assets for eligibility and priority for release, following consultations with PBC OPIs | | | October 2018 | - PBC OPIs - CSC-IT resource(s) - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.3.4 |
| | | | IMSO | - 6.3.8.2 - Include evaluation as appendix in information inventory | | | October 2018 | - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.3.4 |
| | | 6.4.1 Governance structures are in place to oversee the implementation of PBC's OGIP | IMSO | - 6.4.1.1 - Evaluate if PBC IM Committee is sufficient to oversee implementation of OGIP or if a Steering Committee needs to be established | January 2017 | April 2017 | October 2015 | - IMSO - IM Committee - OGPT | Completed |
| | | | IMSO | - 6.4.1.2 - Develop Terms of Reference including mandate for new committee, if applicable | January 2017 | April 2017 | October 2015 | - IM Committee - OGPT | Completed |
| | | | IMSO | - 6.4.1.3 - Develop appropriate Governance for OGIP | January 2017 | April 2017 | October 2015 | - OGPT | Completed |
| | | | IMSO | - 6.4.1.4 - Obtain approval from IM Committee and IMSO | January 2017 | April 2017 | October 2015 | - OGPT - IM Committee - IMSO | Completed |
| | | 6.4.2 PBC's Open Government Implementation Plan (OGIP) is completed | IMSO | - 6.4.2.1 - Write draft plan | October 2014 | October 2016 | October 2015 | - OGPT | Completed |
| | | | IMSO | - 6.4.2.2 - Revisions & final draft | October 2014 | October 2016 | October 2015 | - IMSO - IM Committee - OGPT | Completed |
| | | | IMSO | - 6.4.2.3 - Have plan translated | October 2014 | October 2016 | October 2015 | - OGPT | Completed |
| | | | IMSO | - 6.4.2.4 - Ensure plan is posted to Open.Canada.ca | October 2014 | October 2016 | October 2015 | - OGPT | Completed |
| | | 6.4.3 Signatures in section 2 (Approvals) of PBC's OGIP | IMSO | - 6.4.3.1 - Prepare briefing note | October 2014 | October 2016 | October 2015 | - IMSO - IM Committee | Completed |
| | | | IMSO | - 6.4.3.2 - Present to EDG for recommendation | October 2014 | October 2016 | October 2015 | - IMSO - Executive Director General | Completed |
| | | 6.4.4 PBC's OGIP is staffed and funded | IMSO | - 6.4.3.3 - Present to Chairperson for signature | October 2014 | October 2016 | October 2015 | - Executive Director General | Completed |
| | | | IMSO | - 6.4.4.1 - Assess needs for resources | November 2015 | November 2015 | October 2015 | - IMSO - Executive Director General - IM Committee | Completed |
| | | | IMSO | - 6.4.4.2 - Request funding in Operational plan for fiscal year 2016-17 | November 2015 | November 2015 | October 2015 | - IMSO - Executive Director General - Chairperson | Completed |

Open Government Implementation Plan (OGIP)

| Reference | Compliance Requirement | Deliverables / Milestones | Lead | Activities | Actual Start Date | Actual End Date | TBS Target date | Resources (Human and Financial) | Status |
|-----------|------------------------|---|------|--|-------------------|-----------------|-----------------|--|-------------|
| | | 6.4.5 Monitoring and reporting processes for assessing progress and maintaining the currency of the PBC's OGIP | IMSO | - 6.4.5.1 - Monitor and report progress on PBC OGIP to IM Committee /Steering Committee members | April 2017 | June 2017 | October 2015 | - IM Committee - OGPT | Completed |
| | | | IMSO | - 6.4.5.2 - Include report in second annual OGIP update | April 2017 | June 2017 | October 2015 | - OGPT | Completed |
| | | | IMSO | - 6.4.6.1 - Request funding in Operational plan for fiscal year 2017-18 | August 2016 | September 2016 | October 2016 | - IMSO - Executive Director General - Chairperson | Completed |
| | | | IMSO | - 6.4.6.2 - Update plan with input from CSC and PBC stakeholders | August 2016 | N/A | October 2016 | - IMSO - IM Committee - OGPT | Completed |
| | | 6.4.6 PBC's first annual update to the OGIP | IMSO | - 6.4.6.3 - Have updated plan translated | August 2016 | N/A | October 2016 | - OGPT | Completed |
| | | | IMSO | - 6.4.6.4 - Have updated plan approved by the Chairperson | August 2016 | N/A | October 2016 | - IMSO - IM Committee - Executive Director General | Completed |
| | | | IMSO | - 6.4.6.5 - Ensure revised plan is posted to Open.Canada.ca | August 2016 | N/A | October 2016 | - OGPT | Completed |
| | | | IMSO | - 6.4.7.1 - Request funding in Operational plan for fiscal year 2018-19 | August 2017 | September 2017 | October 2017 | - IMSO - Executive Director General - Chairperson | In Progress |
| | | | IMSO | - 6.4.7.2 - Review and update plan | April 2017 | September 2017 | October 2017 | - IMSO - IM Committee - OGPT | Completed |
| | | 6.4.7 PBC's second annual update to the OGIP | IMSO | - 6.4.7.3 - Obtain approval from IM Committee and IMSO | June 2017 | October 31st | October 2017 | - IMSO - IM Committee - OGPT | Completed |
| | | | IMSO | - 6.4.7.4 - Have updated plan translated | | October 31st | October 2017 | - OGPT | Completed |
| | | | IMSO | - 6.4.7.5 - Obtain approval of final plan from the Chairperson | | October 31st | October 2017 | - IMSO - IM Committee - Executive Director General | Completed |
| | | | IMSO | - 6.4.7.6 - Ensure revised plan is posted on both the PBC OG iNet page and Open.Canada.ca | | October 31st | October 2017 | - OGPT | Completed |
| | | 6.4.8 PBC's third annual update to the OGIP | IMSO | - 6.4.8.1 - Request funding in Operational plan for fiscal year 2019-20 | | | October 2018 | - IMSO - Executive Director General - Chairperson | Not started |
| | | | IMSO | - 6.4.8.2 - Review and update plan | | | October 2018 | - IMSO - IM Committee - OGPT | Not started |

| Reference | Compliance Requirement | Deliverables / Milestones | Lead | Activities | Actual Start Date | Actual End Date | TBS Target date | Resources (Human and Financial) | Status |
|-----------|---|--|------|--|-------------------|-----------------|-----------------|--|---|
| DOG 6.5 | Maximizing the removal of access restrictions on departmental information resources of enduring value prior to transfer to Library and Archives Canada. | 6.4.9 PBC's fourth annual update to the OGIP | IMSO | - 6.4.8.3 - Obtain approval from IM Committee and IMSO | | | October 2018 | - IMSO - IM Committee - OGPT | Not started |
| | | | IMSO | - 6.4.8.4 - Have updated plan translated | | | October 2018 | - OGPT | Not started |
| | | | IMSO | - 6.4.8.5 - Obtain approval of final plan from the Chairperson | | | October 2018 | - IMSO - IM Committee - Executive Director General | Not started |
| | | | IMSO | - 6.4.8.6 - Ensure revised plan is posted on both the PBC OG iNet page and Open.Canada.ca | | | October 2018 | - OGPT | Not started |
| | | | IMSO | - 6.4.9.1 - Request funding in Operational plan for fiscal year 2019-20 | | | October 2019 | - IMSO - Executive Director General - Chairperson | Not started |
| | | | IMSO | - 6.4.9.2 - Review and update plan | | | October 2019 | - IMSO - IM Committee - OGPT | Not started |
| | | | IMSO | - 6.4.8.3 - Obtain approval from IM Committee and IMSO | | | October 2019 | - IMSO - IM Committee - OGPT | Not Started |
| | | | IMSO | - 6.4.9.4 - Have updated plan translated | | | October 2019 | - OGPT | Not started |
| | | 6.5.1 Methodology for the removal of access restrictions from data and information resources of enduring value prior to their transfer to the LAC | IMSO | - 6.4.9.5 - Obtain approval of final plan from the Chairperson | | | October 2019 | - IMSO - IM Committee - Executive Director General | Not started |
| | | | IMSO | - 6.4.9.6 - Ensure revised plan is posted on both the PBC OG iNet page and Open.Canada.ca | | | October 2019 | - OGPT | Not started |
| | | | IMSO | - 6.5.1.1 - Work plan for the methodology development | | | October 2017 | - CSC-IT resource(s) - Data Owners - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.3.3 |
| | | | IMSO | - 6.5.1.2 - Revisions with input from CSC and PBC stakeholders, and LAC | | | October 2017 | - CSC-IT resource(s) - Data Owners - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.3.3 |
| | | | IMSO | - 6.5.1.3 - Develop drafts and final version | | | October 2017 | - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.3.3 |
| | | | IMSO | - 6.5.1.4 - Obtain approval from IM Committee and IMSO | | | October 2017 | - OGPT - IMSO - IM Committee | Not started Dependent on the completion of Deliverable/Milestone 6.3.3 |

Open Government Implementation Plan (OGIP)

| Reference | Compliance Requirement | Deliverables / Milestones | Lead | Activities | Actual Start Date | Actual End Date | TBS Target date | Resources (Human and Financial) | Status |
|-----------|--|---|------|--|-------------------|-----------------|-----------------|---|---|
| DOG 6.6 | Ensuring that open government requirements in sections 6.1 to 6.5 of this directive are integrated in any new plans for procuring, developing, or modernizing departmental information applications, systems, or solutions in support of the delivery of programs and services | 6.5.2 Methodology for the removal of access restrictions from data and information resources of enduring value prior to their transfer to the LAC is integrated into PBC's disposition plans and procedures. | IMSO | - 6.5.2.1 - Validation of methodology | | | October 2018 | - OGPT - Data Owners | Not started Dependent on the completion of Deliverable/Milestone 6.5.1 |
| | | | IMSO | - 6.5.2.2 - Integrate methodology to Disposition process | | | October 2018 | - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.5.1 |
| | | | IMSO | - 6.5.2.3 - Obtain approval from IM Committee and IMSO | | | October 2018 | - IMSO - IM Committee - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.5.1 |
| | | 6.6.1 Governance structures are in place to ensure that the requirements of the <i>Directive on Open Government</i> are integrated into any new plans for procuring, developing, or modernizing departmental information applications, systems, or solutions | IMSO | - 6.6.1.1 - Ensure that CSC-IT, PBC's IT services provider, has integrated the requirements of the <i>Directive on Open Government</i> into any new plans for procuring, developing, or modernizing departmental information applications, systems, or solutions on behalf of or for the use of the PBC | November 2017 | | March 2020 | - CSC-IT resource(s) | Not started |
| | | 6.6.2 <i>Directive on Open Government</i> requirements are integrated into PBC's procurement process(es) for information applications, systems, and solutions | IMSO | - 6.6.2.1 - Consult with Contracting Advisor to integrate <i>Directive on Open Government</i> requirements in procurement processes for information applications, systems, and solutions (or support CSC in their processes in cases where they are responsible for procurement on behalf of the PBC) | November 2019 | | March 2020 | - Contracting Advisor | Not started Dependent on the completion of Deliverable/Milestone 6.6.1 |
| | | | IMSO | - 6.6.2.2 - Implement processes as a result of consultations | November 2019 | | March 2020 | - Contracting Advisor - IM Committee - IMSO - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.6.1 |
| | | 6.6.3 <i>Directive on Open Government</i> requirements are integrated into PBC's development process(es) for information applications, systems, and solutions | IMSO | - 6.6.3.1 - Confirm with CSC-IT that the <i>Directive on Open Government</i> requirements are integrated in development processes for information applications, systems, and solutions | November 2019 | | March 2020 | - CSC-IT resource(s) - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.6.1 |
| | | 6.6.4 <i>Directive on Open Government</i> requirements are integrated into PBC's modernizing process(es) for information applications, systems, and solutions | IMSO | - 6.6.4.1 - Confirm with CSC-IT that the <i>Directive on Open Government</i> requirements are integrated in modernizing processes for information applications, systems, and solutions | November 2019 | | March 2020 | - CSC-IT resource(s) - OGPT | Not started Dependent on the completion of Deliverable/Milestone 6.6.1 |

| | | | | | | | | | |
|---------|--|--|------|---|------------|-----------|--------------|--|--|
| DOG 7.1 | Departmental information management senior officials, as designated by the deputy heads, are responsible for overseeing the implementation and monitoring of this directive in their department. | 7.1.1 Performance framework for the monitoring of PBC's progress against the activities and deliverables / milestones in the OGIP | IMSO | - 7.1.1.1 - Establish performance framework to monitor progress against activities and deliverables/milestones in the OGIP | April 2016 | June 2017 | October 2016 | - OGPT | Completed |
| | | | IMSO | - 7.1.1.2 - Fill out and include in yearly plan updates | April 2016 | June 2017 | October 2016 | - OGPT | Completed |
| | | 7.1.2 Progress against the activities and deliverables / milestones in the OGIP is regularly reported to the governance structures in place to oversee the implementation | IMSO | - 7.1.2.1 - Implement OGIP performance reporting | April 2016 | June 2017 | October 2016 | - OGPT | Completed |
| | | | IMSO | - 7.1.2.2 - Report progress monthly to IM Committee/Steering Committee | April 2016 | June 2017 | October 2016 | - OGPT | Completed |
| | | 7.1.3 Performance framework for the monitoring of PBC's ongoing compliance to the requirements of the Directive | IMSO | - 7.1.3.1 - Establish performance framework to monitor progress against ongoing compliance to the requirement of the Directive | April 2018 | | March 2020 | - IM Committee - IMSO - EDG - Chairperson | In Progress |
| | | 7.1.4 Process to ensure significant difficulties, gaps in performance, or compliance issues are reported to the Deputy Head (DH) | IMSO | - 7.1.4.1 - Review all current tools in place such as the OG Time Reporting, the OGIP, the Master Plan...etc in order to prepare data required to produce yearly report. | April 2017 | | October 2017 | - IM Committee - IMSO - EDG - Chairperson | In Progress Dependent on the completion of Deliverable/Milestone 6.4.5 |
| | | | IMSO | - 7.1.4.2 - Prepare Yearly report and present to the IM Committee for approval. | April 2017 | | October 2017 | - IM Committee - OGPT - IMSO | In Progress |

ANNEX “B”

Performance Measures

This section includes the Parole Board of Canada's values against pre-defined performance measures for Open Government. These measures are provided so as to gauge PBC's performance as it relates to three key initiatives: a) implementation planning, b) establishing and maintaining comprehensive inventories of data and information resources of business value, and c) maximizing the removal of access restrictions on departmental information resources of enduring value prior to transfer to Library and Archives Canada (LAC).

Note: Year 1 is from October 9th 2014 (the Directive's effective date) to October 31st 2015. Year 2 is from November 1st 2015 to October 31st 2016. Year 3 is from November 1st 2016 to October 31st 2017. Year 4 is from November 1st 2017 to October 31st 2018. Year 5 is from November 1st 2018 to March 31st 2020.

Implementation Planning

The status of PBC's planning activities and deliverables / milestones have been measured as follows:

| Deliverable | Measure | Target Status | Target Date | End Year 1 Status (Oct 2015) | End Year 2 Status (Oct 2016) | End Year 3 Status (Oct 2017) | End Year 4 Status (Oct 2018) | End Year 5 Status (Oct 2019) |
|-------------|-------------------------------------|--|-------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| DOG 6.4 | Open Government Implementation Plan | PBC's Open Government Implementation Plan (OGIP) is developed. | Year 1 | N | Y | | | |
| | | PBC's Open Government Implementation Plan (OGIP) is approved by the Deputy Head (DH). | Year 1 | N | Y | | | |
| | | PBC's Open Government Implementation Plan (OGIP) is posted to the website designated by the Treasury Board Secretariat (TBS). | Year 1 | N | Y | | | |
| | | PBC's Open Government Implementation Plan (OGIP) is updated for Year 2. | Year 2 | | N | | | |
| | | PBC's Year 2 update of the Open Government Implementation Plan (OGIP) is posted to the website designated by the Treasury Board Secretariat (TBS). | Year 2 | | N | | | |
| | | PBC's Open Government Implementation Plan (OGIP) is updated for Year 3. | Year 3 | | | Y | | |
| | | PBC's Year 3 update of the Open Government Implementation Plan (OGIP) is posted to the website designated by the Treasury Board Secretariat (TBS). | Year 3 | | | Y | | |
| | | PBC's Open Government Implementation Plan (OGIP) is updated for Year 4. | Year 4 | | | | | |
| | | PBC's Year 4 update of the Open Government Implementation Plan (OGIP) is posted to the website designated by the Treasury Board Secretariat (TBS). | Year 4 | | | | | |
| | | PBC's Open Government Implementation Plan (OGIP) is updated for Year 5. | Year 5 | | | | | |
| | | PBC's Year 5 update of the Open Government Implementation Plan (OGIP) is posted to the website designated by the Treasury Board Secretariat (TBS). | Year 5 | | | | | |
| | | PBC's Year 5 update demonstrates that the Open Government Implementation Plan (OGIP) has been fully executed. The department or agency is fully compliant with the Directive on Open Government. | Year 5 | | | | | |

Data and Information Inventories

The status of PBC’s inventories, beginning in Year 2, have been measured to show both the cumulative total (T) for measures relating to PBC’s inventories, data sets, and information assets, and the number of data sets and information assets added (+) since the end of the previous year, and subtracted (-) since the end of the previous year. These details help speak to the maintenance and continued growth of inventories, as well as disposition activities at PBC.

| Deliverable | Measure | Target Status | Target Date | End Year 1 Status | End Year 2 Status | End Year 3 Status | End Year 4 Status | End Year 5 Status | | | | | |
|-------------|-----------------------|---|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|---|---|---|---|---|
| DOG 6.3 | Data Inventory | The department or agency's methodology for establishing a data inventory is complete. | Y | Year 1 | N | N | Y | | | | | | |
| | | The department or agency's data inventory is established. | Y | Year 2 | N | N | N | | | | | | |
| | | The department or agency's renewal process(es) for maintaining currency of the data inventory is complete. | Y | Year 5 | N | N | N | | | | | | |
| | | | | | T | + | - | T | + | - | T | + | - |
| | | # of data sets in the inventory | | | | | | 11 | | | | | |
| | | # of data sets analyzed to determine their eligibility and priority for release | | | | | | 1 | | | | | |
| | | # of data sets deemed eligible for release | | | | | | | | | | | |
| | | # of data sets submitted to Treasury Board Secretariat (TBS) for release | | | | | | | | | | | |
| | Information Inventory | The department or agency's methodology for establishing an information inventory is complete. | Y | Year 3 | N | N | N | | | | | | |
| | | The department or agency's information inventory is established. | Y | Year 4 | N | N | N | | | | | | |
| | | The department or agency's renewal process(es) for maintaining the currency of the information inventory is complete. | Y | Year 5 | N | N | N | | | | | | |
| | | | | | T | + | - | T | + | - | T | + | - |
| | | # of electronic information assets in the inventory | | | | | | | | | | | |
| | | # of electronic information assets analyzed to determine their eligibility and priority for release | | | | | | | | | | | |
| | | # of electronic information assets deemed eligible for release | | | | | | | | | | | |
| | | # of electronic information assets submitted to Treasury Board Secretariat (TBS) for release | | | | | | | | | | | |

Maximizing the Removal of Access Restrictions

The status of PBC’s transfers of non-electronic and electronic information resources of enduring value to Library and Archives Canada (LAC), are reported as follows:

| Deliverable | Measure | Target Status | Target Date | End Year 1 Status | End Year 2 Status | End Year 3 Status | End Year 4 Status | End Year 5 Status |
|-------------|------------------------------|---|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| DOG 6.5 | Removing Access Restrictions | The department or agency’s methodology for removing access restrictions from information resources of enduring value (IREV) prior to transfer to Library and Archives Canada (LAC) is complete. | Y | Year 3 | N | N | N | |
| | | The department or agency is maximizing the removal of access restrictions from information resources of enduring value (IREV) prior to transfer to Library and Archives Canada (LAC). | Y | Year 4 | | | | |
| | | # of non-electronic information resources of enduring value transferred to Library and Archives Canada (LAC) | | | # | # | # | # |
| | | # of non-electronic information resources of enduring value analyzed to determine if access restrictions can be removed prior to transfer to Library and Archives Canada (LAC) | | | # | # | # | # |
| | | # of non-electronic information resources of enduring value whose access restrictions were removed prior to transfer to Library and Archives Canada (LAC) | | | # | # | # | # |
| | | # of electronic information resources of enduring value transferred to Library and Archives Canada (LAC) | | | # | # | # | # |
| | | # of electronic information resources of enduring value analyzed to determine if access restrictions can be removed prior to transfer to Library and Archives Canada (LAC) | | | # | # | # | # |
| | | # of electronic information resources of enduring value whose access restrictions were removed prior to transfer to Library and Archives Canada (LAC) | | | | | | |

ⁱ IM Committee (IMC) is the Open Government Steering Committee

