

Office of the Intelligence Commissioner

Quarterly Financial Report
For the Quarter Ended December 31, 2024

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**Statement Outlining Results, Risks and Significant Changes in Operations,
Personnel and Program**

1. Introduction

This quarterly report has been prepared by management as required by section 65.1 of the *Financial Administration Act* and in the form and manner prescribed by the Treasury Board. This quarterly report should be read in conjunction with the Main Estimates. This report has not been subject to external audit or review.

Basis of Presentation

This quarterly report has been prepared by management using an expenditure basis of accounting. The accompanying Statement of Authorities includes the ICO's spending authorities granted by Parliament and those used by the department, consistent with the Main Estimates for the 2024–25 fiscal year. This quarterly report has been prepared using a special purpose financial reporting framework, designed to meet financial information needs with respect to the use of spending authorities.

The authority of Parliament is required before money can be spent by the Government. Approvals are given in the form of annually approved limits through appropriation acts or through legislation in the form of statutory spending authority for specific purposes.

The ICO uses the full accrual method of accounting to prepare and present its annual departmental financial statements that are part of the departmental results reporting process. However, the spending authorities voted by Parliament remain on an expenditure basis.

Raison d'être

The Office of the Intelligence Commissioner (ICO) is an independent quasi-judicial agency of the Government of Canada. The ICO supports the fulfillment of the Intelligence Commissioner's oversight mandate as set out in the Intelligence Commissioner Act. The Intelligence Commissioner approves – or does not approve – certain national security and intelligence activities planned by the Communications Security Establishment and the Canadian Security Intelligence Service and authorized by their respective ministers.

A summary description of the ICO core responsibilities can be found in [Part II of the Main Estimates](#). Further information on the ICO's mandate can be found on the [departmental website](#).

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2. Highlights of Fiscal Quarter and Fiscal Year-to-Date Results

This section highlights the financial results for the fiscal quarter and fiscal year-to-date ended December 31, 2024. It also provides explanations of variances compared with the same periods last year that exceed a materiality threshold of \$5,000 for program expenditures and statutory authorities.

Highlights of the Fiscal Quarter and Fiscal Year-to-Date Results (in thousands of dollars)

	2024–25 Budgetary authorities to March 31, 2025	2023–24 Budgetary authorities to March 31, 2024	Variance in budgetary authorities	Year-to-date expenditures as at Q3 2024–25 (Dec 31, 2024)	Year-to-date expenditures as at Q3 2023–24 (Dec 31, 2023)	Variance in expenditures
Vote 1 Program Expenditures	2,535	2,539	(4)	1,378	1,523	(145)
Statutory authorities	160	178	(18)	119	128	(9)
Total	2,695	2,717	(22)	1,497	1,651	(154)

	2024–25 Q3 expenditures	2023–24 Q3 expenditures	Variance between 2024–25 Q3 and 2023–24 Q3 expenditures
Vote 1 Program Expenditures	393	468	(75)
Statutory authorities	39	43	(4)
Total	432	511	(79)

Statement of Authorities

At the end of the third quarter, December 31, 2024, the ICO had received total authorities of \$2,695,000. These authorities included voted and statutory authorities of \$2,576,000 as well as the operating budget carry forward of \$119,000.

At the end of the third quarter the previous year, the ICO had total authorities of \$2,717,000 including the operating budget carry forward of \$118,000.

The overall authority variation is due primarily to an adjustment in the statutory employee benefit plan rate.

Statement of Departmental Budgetary Expenditures by Standard Object

The year-to-date budgetary expenditures, as at December 31, 2024, have decreased by \$154,000 (9.3%) compared to the same period in the previous year:

- Vote 1 expenditures decreased by \$145,000; and
- statutory payments decreased by \$9,000.

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For the fiscal quarter ended December 31, 2024, budgetary expenditures have decreased by \$79,000 (15.5%) compared to the same period in the previous year:

- Vote 1 expenditures decreased by \$75,000; and
- statutory payments decreased by \$4,000.

The following table provides an explanation of these changes by standard object.

Standard object	Changes to voted and statutory expenditures	Variance between 2024–25 year-to-date and 2023–24 year-to-date expenditures (April 1 to December 31)	Variance between 2024–25 Q3 and 2023–24 Q3 expenditures (October 1 to December 31)
Vote 1: Program expenditures (in thousands of dollars)			
1 Personnel	Staffing actions were underway but not completed by the end of the 3 rd quarter. This decrease in cost was offset in part by cost increases from new collective agreements and revised rates of pay in the core public administration.	(96)	(23)
2 Transportation and communication	The increases in both year-to-date and third quarter expenditures are due to travel related costs to attend the annual Five Eyes Intelligence Oversight and Review Council meeting (last year the meeting was held in Ottawa).	9	4
3 Information	The decreases in year-to-date and 3 rd quarter expenditures are due to the timing of data access payments (paid during the 2 nd and 3 rd quarters of 2023–24 but have yet to be paid in 2024–25).	(13)	(5)
4 Professional services	The year-to-date variance is due mostly to an increase in the cost of secure communications offset in part by decreases in the cost of translation and human resource services.	14	2
5 Rentals	The year-to-date variance reflects an increase in the monthly occupancy costs.	28	38

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	Late billings and increases to monthly costs account for the 3 rd quarter variance.		
6 Repair and maintenance	There are no repair and maintenance expenses year-to-date in 2024–25.	(90)	(90)
7 Utilities, materials and supplies		(2)	(1)
9 Acquisition of machinery and equipment		5	0
Subtotal Vote 1		(145)	(75)
Statutory expenditures			
1 Personnel: employee benefit contributions	ICO's share of employee benefit contributions	(9)	(4)
Total		(154)	(79)

3. Risks and Uncertainties

The ICO's workload is largely demand driven and the ICO does not control the volume, complexity, and timing of files submitted for review. As a result, to maintain its ability to fulfill its mandate and as a micro-agency, the ICO must continue to carefully manage its human and financial resources.

4. Significant Changes in Relation to Operations, Personnel and Programs

There have been no significant changes in relation to operations, personnel, and programs.

5. Approval by Senior Officials

Approved by:

Original signed by

The Honourable Simon Noël, K.C.
Intelligence Commissioner

Ottawa, Canada
February 11, 2025

Original signed by

Justin Dubois
Chief Financial Officer

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Appendix A – Statement of Authorities (unaudited)

(in thousands of dollars)	Fiscal year 2024–25			Fiscal year 2023–24		
	Total available for use for the year ending March 31, 2025	Used during the quarter ended Dec 31, 2024	Year-to-date used at quarter- end	Total available for use for the year ended March 31, 2024	Used during the quarter ended Dec 31, 2023	Year-to-date used at quarter- end
Vote 1 - Program Expenses	2,535	393	1,378	2,539	468	1,523
Statutory authorities – Contributions to employee benefit plans	160	39	119	178	43	128
Total authorities	2,695	432	1,497	2,717	511	1,651

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Appendix B – Departmental Budgetary Expenditures by Standard Object (unaudited)

(in thousands of dollars)

	Fiscal year 2024–25		
	Planned expenditures for the year ending March 31, 2025	Expended during the quarter ended Dec 31, 2024	Year-to-date used at quarter-end
Expenditures:			
Personnel	1,319	260	768
Transportation and communications	27	8	18
Information	30	0	1
Professional and special services	864	53	456
Rentals	325	111	248
Repair and maintenance	100	0	0
Utilities, materials and supplies	20	0	1
Acquisition of land, buildings and works	0	0	0
Acquisition of machinery and equipment	10	0	5
Other subsidies and payments	0	0	0
Total gross budgetary expenditures	2,695	432	1,497
Total net budgetary expenditures	2,695	432	1,497

Fiscal year 2023–24		
Planned expenditures for the year ending March 31, 2024	Expended during the quarter ended Dec 31, 2023	Year-to-date used at quarter-end
1342	287	873
27	4	9
30	5	14
853	51	442
320	73	220
100	90	90
25	1	3
0	0	0
20	0	0
0	0	0
2,717	511	1,651
2,717	511	1,651