

Employment and Social Development Canada

Delegation of Spending and Financial Authorities – Supplementary Notes

1.20 Contracting Authority (Transaction)

This is the authority to enter into contracts for the acquisition of services. Contracting is a rather complex area which is beyond the scope of these Supplementary Notes. Due the complexities related to legislation, regulatory and policy directives in government contracting, managers are encouraged to consult with the [TB Contracting Policy](#) and to contact [Procurement & Contracting Services](#) for enquiries.

Expenditure Initiation Authority (Pre-Approval)

RCMs can pre-approve up to the limits as specified in the Delegation Instrument. Those with a specified amount can approve contracts within their authorized budget and in accordance with the [TB Contracting Policy](#) up to the amount specified in the Delegation Instrument.

Specific Restrictions

1. [The TB Contracting Policy \(Appendix C\)](#) sets departmental limits on departmental contracting authority above which TB approval must be sought.
2. Those with full authority (identified in the Delegation Instrument as “F”) as per the Delegation Instrument, can approve contracts within their authorized budget and in accordance with the [TB Contracting Policy \(Appendix C\)](#).
3. For acquisition card purchases, where individual limits above \$5,000 have been approved by the Senior DG, Investment, Asset and Procurement Management, or the ESDC DCFO, these higher limits apply on acquisition card purchases only.
4. Full contracting authority given to the Chief Audit Executive applies to contracts for forensic audit services only. The Chief Audit Executive’s contracting for other services, goods or constructions are subject to the \$5,000 contracting authority limit.