

**EMPLOYMENT AND SOCIAL DEVELOPMENT CANADA
DELEGATION OF FINANCIAL AUTHORITIES INSTRUMENT**

TRACKING OF CHANGES TO THE DELEGATION OF FINANCIAL AUTHORITIES INSTRUMENT (last updated: April 6, 2016)

Each time the delegation instrument is revised or an amendment to the instrument is approved, the delegation tables are superseded by the latest ones. The following table below provides a summary of the significant changes to the delegation instrument starting with the delegation instrument revised and approved in April 2016.

Changes to the delegation instrument since its approval by Minister Duclos on April 6, 2016.	Approved by	Effective Date
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • The following administrative changes have been approved: <ul style="list-style-type: none"> - The Outbound Student Mobility Pilot has been renamed International Education Strategy - Outbound Student Mobility Pilot. - The Homelessness Partnering Strategy has been renamed Reaching Home. - The Federal Income Support for Parents of Murdered or Missing Children Grant was removed from the Instrument following the end of the program on November 1st, 2019. 	Mark Perlman, Chief Financial Officer	October 30, 2019
<p>RESTRICTED DELEGATED AUTHORITIES FOR CFOB FUNCTIONAL SPECIALISTS</p> <ul style="list-style-type: none"> • Functional Specialist Restrictions: The column Small Amounts was added to the matrix for the positions in the Accounts Payable and Receivable areas of responsibility (Full). 	Mark Perlman, Chief Financial Officer	October 30, 2019
<p>The Chief Financial Officer Branch (CFOB) has updated the delegation of financial authorities as part of its mandate to maintain the Financial Delegation Instrument (Instrument) in accordance with the Treasury Board (TB) Directive on Delegation of Spending and Financial Authorities. The main changes are as follows:</p> <p>SECTION 1 - OPERATING AND OTHER FINANCIAL AUTHORITIES</p> <ul style="list-style-type: none"> • The wording of certain footnotes has been revised to provide greater clarity and to reflect the changes. • Column 1.13 – Financial authorities for “Claims by and against the Crown” pertaining to Phoenix claims have been delegated to position 11.1 Senior Director, ICAAD, CFOB (full authority) and 12.1 Director, ICAAD, CFOB (\$500). • Column 1.21 – A new "Acquisition Card Authority" column has been created for financial authorities pertaining to acquisition cards. This authority is no longer included in column 1.20 "Contracting Authority". • Column 1.26 – The Financial Authority "Refund of Revenue, S.20" of the Instrument has been renamed “Refund, S.20” to reflect its true nature. • Position 9.4 Chief Audit Executive has been created and is given full contracting authority that is limited to contracts for forensic audit services. 	Minister Jean-Yves Duclos	July 19, 2019

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- Following a structural reorganization within the Contracting and Procurement team:
 - Positions **10.3, 10.5, 10.6** and **13.2** have been renamed.
 - Position **10.3.1 Director General, Real Property, Change Management and Regional Services (RPCMRS), CFOB** has been created.
 - Position **12.2 Director, Procurement Policy (IAPM), CFOB** has been removed from the Instrument.
- Position **13.8 Medical Adjudicator** was created to reflect the fact that the functions of a Medical Adjudicator require Operating and Maintenance (O&M) financial authority under section 34 rather than financial authority under section 34 for Legislative Programs (LP).

SECTION 2 – LEGISLATIVE PROGRAMS FINANCIAL AUTHORITIES

Program Authorities

- Column 2.15 – Following a structural reorganization within the team responsible for administrative transactions for the Canada Pension Plan Account, position **16.4.1 Director - Seniors and Pensions Policy Secretariat, ISSDB** was created to replace position **16.4 Senior Director - Seniors and Pensions Policy Directorate, ISSDB**.

Joint Delegations – Other Department

- Following the dissolution of the Department of Indigenous and Northern Affairs Canada (INAC) and the creation of two new departments in August 2017, the name of the department and positions **21.1, 21.2, 21.3, 21.4** and **21.5** were renamed and positions **21.6 Manager, Research East & Research West (INAC)** and **21.7 Manager, Common Experience Payment Co-ordination (INAC)** were removed from the Instrument.

SECTION 3 – GRANTS AND CONTRIBUTIONS AUTHORITIES

ESDC Programs

- The names of the following two programs have been modified:
 - **Student Work Integrated Learning Program** has been renamed **Student Work Placement**.
 - **Youth Service Initiative** has been renamed **Canada Service Corps**.

SECTION 4 - OTHER DELEGATED AUTHORITIES

- Following a structural reorganization within the Contracting and Procurement team:
 - Position **10.5** has been renamed.
 - Position **10.3.1 Director General, Real Property, Change Management and Regional Services (RPCMRS), CFOB** replaces position **10.3 Director General, Investment Project and Procurement Management (IPPM), CFOB**.

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<p>SECTION 5 – WRITE-OFFS, WAIVERS, REMISSIONS AND OTHER</p> <ul style="list-style-type: none"> • Following a structural reorganization within the Contracting and Procurement team: <ul style="list-style-type: none"> - Position 10.5 has been renamed. - Position 10.3.1 Director General, Real Property, Change Management and Regional Services (RPCMRS), CFOB replaces position 10.3 Director General, Investment Project and Procurement Management (IPPM), CFOB and is given full authority over “Write-offs of Crown Assets”. 		
<p>SECTION 6 – SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <p>Supplementary Notes</p> <p>Sections 1.20, 1.21 and 1.22 regarding Contracting, Acquisition Cards and Leasing Authorities have been completely revised to align with the Instrument.</p> <p>Equivalency Table</p> <ul style="list-style-type: none"> • Position 9.4 Chief Audit Executive has been created. • Positions 10.3, 10.5, 10.6 and 13.2 have been renamed. • Position 10.3.1 Director General, Real Property, Change Management and Regional Services (RPCMRS), CFOB has been created. • Position 12.2 Director, Procurement Policy (IAPM), CFOB has been removed from the Instrument. • Position 13.8 Medical Adjudicator has been created and its equivalency to position 19.1 Service Canada Benefit Officer has been removed. • Position 16.4.1 Director - Seniors and Pensions Policy Secretariat, ISSDB was created to replace position 16.4 Senior Director - Seniors and Pensions Policy Directorate, ISSDB. • Positions 21.1, 21.2, 21.3, 21.4 and 21.5 were renamed to reflect the structural reorganization. • Positions 21.6 Manager, Research East & Research West (INAC) and 21.7 Manager, Common Experience Payment Co-ordination (INAC) were removed from the Instrument. • The following equivalency requests have been approved: <ul style="list-style-type: none"> - The position of "Chief Accessibility Officer" is equivalent to position 3.1 Assistant Deputy Minister. - The position of "Executive Director" is equivalent to position 34.1 Senior Director General / Director General. <p>CFOB FUNCTIONAL SPECIALIST RESTRICTIONS MATRIX</p> <ul style="list-style-type: none"> • The matrix has been updated: <ul style="list-style-type: none"> - To delegate Acquisition Card Authority to the contracting and procurement team (PG-01 - \$25K and PG-02 to PG-06 - \$100K). - To reflect the true nature of the refund under section 20 and to delegate this authority to the Accounts Payable team (FI-01 - \$1K; FI-02 - \$5K and FI-03 - full authority). - Position 13.2 has been renamed. 	<p>Mark Perlman Chief Financial Officer</p>	<p>July 2, 2019</p>

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<p>SECTION 6 – SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <ul style="list-style-type: none"> • The following equivalency request has been approved: <ul style="list-style-type: none"> - Positions of Executive Director Business Expertise and Executive Director - Centre of Expertise as equivalent to position 15.12 Executive Director - Business Operations CPP & OAS, TISMB/BDS. - Positions of Director - Centre of Expertise and Director - Service Delivery as equivalent to position 16.10 Director - Processing & Payments Services, Service Canada; - Positions of Manager - National Headquarters, Business Expertise Manager and Senior Business Expertise Manager as equivalent to position 17.4 Manager - Processing & Payments - CPP & OAS, TISMB/BDS; - Position of Program Services Officer as equivalent to position 19.1 Service Canada Benefit Officer. 	<p>Mark Perlman Chief Financial Officer</p>	<p>August 29, 2019</p>
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Outbound Student Mobility Pilot: The Minister has delegated the authority for this new program. 	<p>Minister Jean-Yves Duclos</p>	<p>July 17, 2019</p>
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Supporting Indigenous Post-Secondary Education: Funding for Indspire: The Minister has delegated the authority for this new program. 	<p>Minister Jean-Yves Duclos</p>	<p>July 17, 2019</p>
<p>SECTION 1 - OPERATING AND OTHER FINANCIAL AUTHORITIES</p> <ul style="list-style-type: none"> • New heading “Joint Delegation – Other Department – Operational Authorities” has been added. • Authorities given to the Canadian Accessibility Standards Development Organization (CASDO) now appear under the new heading “Joint Delegation – Other Department” to reflect the temporary joint delegation between ESDC and CASDO. • Position 3.2 Chief Executive Officer has been added to the Instrument and was delegated authority for CASDO. The minister has temporarily delegated the authority for this position, until CASDO receives its appropriation and does not fall under ESDC anymore. <p>SECTION 6 – SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <p>Table of Equivalency</p> <ul style="list-style-type: none"> • Position 3.2 Chief Executive Officer (CASDO) has been added to the Instrument. 	<p>Minister Jean-Yves Duclos</p>	<p>July 2, 2019</p>
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Goal Getters Program: The Minister has delegated the authority for this new program. • A footnote #8 has been added to reflect the end date of the program. 	<p>Minister Jean-Yves Duclos</p>	<p>June 20, 2019</p>

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<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Investment Readiness Program: The Minister has delegated the authority for this new program. • A footnote #7 has been added to reflect the end date of the program. 	<p>Minister Jean-Yves Duclos</p>	<p>June 12, 2019</p>
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Engagement Protocol Agreements: The Minister has delegated the authority for this new program. 	<p>Minister Jean-Yves Duclos</p>	<p>April 16, 2019</p>
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • The Chief Financial Officer has approved an administrative name change. The Aboriginal Skills and Employment Training Strategy (ASETS) has been renamed Indigenous Skills and Employment Training (ISET). Until March 31, 2020, both names (ASETS/ISET) will coexist in the Instrument. As of April 1st, 2020, only ISET will appear in the Instrument. • A footnote #6 has been added to reflect the above. <p>EI Part II</p> <ul style="list-style-type: none"> • The Chief Financial Officer has approved an administrative name change. The Aboriginal Skills and Employment Training Strategy (ASETS) has been renamed Indigenous Skills and Employment Training (ISET). Until March 31, 2020, both names (ASETS/ISET) will coexist in the Instrument. As of April 1st, 2020, only ISET will appear in the Instrument. • A footnote #4 has been added to reflect the above. 	<p>Mark Perlman, Chief Financial Officer</p>	<p>April 1st, 2019</p>
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Workforce Development Agreements: The Minister has delegated the authority for the amalgamation of these programs, Canada Job Fund Agreements (CJF), Labour Market Agreements for Persons with Disabilities (LMAPD) and Targeted Initiative for Older Workers (TIOW). • Targeted Initiative for Older Workers (TIOW): Removal of this program from the Financial Delegation Instrument, since it ended in March 2017. 	<p>Minister Jean-Yves Duclos</p>	<p>March 22, 2019</p>
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Indigenous Early Learning and Child Care Program: The Minister has delegated the authority for this new program. 	<p>Minister Jean-Yves Duclos</p>	<p>February 15, 2019</p>
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Sustainable Development Goals Funding Program: The Minister has delegated the authority for this new program. 	<p>Minister Jean-Yves Duclos</p>	<p>January 30, 2019</p>

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<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Labour Funding Program: The Minister has approved changes to the authority limits for this program. 	<p>Minister Jean-Yves Duclos</p>	<p>January 7, 2019</p>
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Labour Management Collaboration Program: The Minister has delegated the authority for this new program. 	<p>Minister Jean-Yves Duclos</p>	<p>December 20, 2018</p>
<p>SECTION 6 – SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <ul style="list-style-type: none"> • The following equivalency request has been approved: <ul style="list-style-type: none"> - Positions of Assistant Deputy Minister - Policy, Dispute Resolution & International Affairs (PDRIA) and Assistant Deputy Minister - Compliance, Operations & Program Development (COPD) as equivalent to position 33.7 Assistant Deputy Minister of Labour. 	<p>Mark Perlman Chief Financial Officer</p>	<p>December 7, 2018</p>
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Temporary Foreign Worker Program - Migrant Worker Support Network: The Minister has delegated the authority for this new program. • Future Skills Program: The Minister has delegated the authority for this program. 	<p>Minister Jean-Yves Duclos</p>	<p>November 19, 2018</p>
<p>RESTRICTED DELEGATED AUTHORITIES FOR CFOB FUNCTIONAL SPECIALISTS</p> <ul style="list-style-type: none"> • Functional Specialist Restrictions: The matrix has been updated to delegate Section 34 authority for Interdepartmental Settlements transactions to Accounts Payable positions (FI-02 - \$5K and FI-03 - Full). 	<p>Mark Perlman Chief Financial Officer</p>	<p>November 19, 2018</p>
<p>SECTION 6 - SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <ul style="list-style-type: none"> • Following the review of the Departmental Membership Policy, the Section 1.08 Membership Fees has been revised in its entirety to be in line with the departmental policy as well the Financial Delegation Instrument. 	<p>Mark Perlman Chief Financial Officer</p>	<p>November 15, 2018</p>
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Position 31.7 Minister of Seniors has been added to the Instrument in order to reflect the mandate of the new Minister of Seniors following the July 2018 Cabinet Shuffle. • New Horizons for Seniors Program: Authorities for the two components of this program have been delegated to the Minister of Seniors. 	<p>Minister Jean-Yves Duclos</p>	<p>November 6, 2018</p>

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<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Canadian Benefit for Parents of Young Victims of Crime grant (PYVC) (up to a max of \$15,750): The Minister has delegated the authority for this new program. • Federal Income Support for Parents of Murdered or Missing Children grant (PMMC) (up to a max of \$15,750): The program limit of \$12,250 has been increased to \$15,750 to be in line with PYVC during the period the programs coexist. <p>SECTION 6 – SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <ul style="list-style-type: none"> • Positions 38.4 Program Advisor and 38.5 Project Advisor have been added to reflect the Canadian Benefit for Parents of Young Victims of Crime grant (PYVC) structure in place. 	<p>Minister Jean-Yves Duclos</p>	<p>October 3, 2018</p>
<p>SECTION 6 – SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <ul style="list-style-type: none"> • The following equivalency request has been approved: <ul style="list-style-type: none"> - Position of Senior Program Advisor for NSO as equivalent to position 38.4 Program Advisor. 	<p>Mark Perlman Chief Financial Officer</p>	<p>October 3, 2018</p>
<p>SECTION 1 - OPERATING AND OTHER FINANCIAL AUTHORITIES</p> <ul style="list-style-type: none"> • TISMB/BDS replaces PPSB following change to Branch name. <p>SECTION 2 – LEGISLATIVE PROGRAMS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • TISMB/BDS replaces PPSB following change to Branch name. <p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Apprenticeship Incentive Grant for Women (up to a max of \$ 6K): The Minister has delegated the authority for this new program. • TISMB/BDS replaces PPSB following change to Branch name. <p>SECTION 6 – SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <ul style="list-style-type: none"> • TISMB/BDS replaces PPSB following change to Branch name. 	<p>Minister Jean-Yves Duclos</p>	<p>August 10, 2018</p>
<p>SECTION 1 - OPERATING AND OTHER FINANCIAL AUTHORITIES</p> <ul style="list-style-type: none"> • Positions 1.6 Minister of Public Services, Procurement and Accessibility and 1.7 Minister of Seniors have been added to the Instrument in order to reflect the new mandates of the department following the July 2018 Cabinet Shuffle. <p>SECTION 2 – LEGISLATIVE PROGRAMS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Column 2.05 Canada Disability Savings Act & Regulations: Position 1.6 Minister of Public Services, Procurement and Accessibility is designated as the minister responsible for the purposes of the <i>Canada Disability Savings Act</i>. 	<p>Minister Jean-Yves Duclos</p>	<p>July 27, 2018</p>

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<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Opportunities Fund for Persons with Disabilities, Enabling Accessibility Fund and Social Development Partnership Program - Disability: Authorities for the Minister of Sports and Persons with Disabilities have been realigned to the Minister of Public Services, Procurement and Accessibility. 		
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Support for Labour Market Information in Canada: The Minister has delegated the authority for this new program. 	<p>Minister Jean-Yves Duclos</p>	<p>June 14, 2018</p>
<p>SECTION 1 - OPERATING AND OTHER FINANCIAL AUTHORITIES</p> <ul style="list-style-type: none"> • Authorities given to the Public Services and Procurement Canada (PSPC) now appear under the heading “Joint Delegation – Other Department – Functional Authorities” to reflect the joint delegation between ESDC and PSPC. • Position 9.3 Associate Deputy Minister of PSPC has been added to the Instrument in order to delegate Sections 34 and 33 for ESDC salary expenditures in emergency situations. This delegation is subject to some limitations as indicated in the footnote 11 of the Instrument. • Footnote 11 (now footnote 10) has been added to specify that the use of this emergency delegation will not be exercised by the Associate Deputy Minister (Position Level 9.3) without prior agreement from the Comptroller General of Canada and notification provided to departments as soon as possible. • The footnote numbering has been changed to reflect the order in which they appear in the table. • Position 13.7 Pay Verification Advisor (PSPC) has been moved from “Functional Authorities” to “Joint Delegation – Other Department – Functional Authorities” to amalgamate the delegations given to PSPC. 	<p>Minister Jean-Yves Duclos</p>	<p>April 27, 2018</p>
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Pilot Project to Increase Awareness and Take-Up of the Canada Learning Bond: The Minister has delegated the authority for this new program. 	<p>Minister Jean-Yves Duclos</p>	<p>January 16, 2018</p>

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<p>SECTION 1 - OPERATING AND OTHER FINANCIAL AUTHORITIES</p> <ul style="list-style-type: none"> • Authorities have been modified to be in line with the new Treasury Board (TB) authorization standards found in the revised TB Travel, Hospitality, Conference and Event Expenditures (THCEE) Directive in effect as of April 1, 2017: <ul style="list-style-type: none"> - The wording “Exempted Events (Core Mandate)” has been removed from the Expenditure Initiation section as the TB THCEE Directive no longer makes a distinction between exempted event versus non-exempted event. - Column 1.01 Events: The authority for the Deputy Minister (DM) of ESDC, the DM of Labour and the Chief Operating Officer (COO) (Service Canada) (SC) has been increased from \$25K to \$50K. The authority for the Senior Associate DM and the Associate DM has increased from \$5K to \$50K. The authority for the Assistant Deputy Minister (ADM) and the Chief Financial Officer (CFO), Chief Financial Officer Branch (CFOB) has increased from \$5K to \$25K. The authority for the Director General (DG) has increased from \$1.5K to \$15K. The authority for the Senior ADM of Strategic and Service Policy Branch (SSPB) has changed from \$0 to \$25K. - Column 1.03 Domestic Travel: Travel approval authorities can now be delegated below the ADM level. Consequently, full authority has been given to the DG, the Director and the Manager positions. - Column 1.05 Hospitality: The authority for the DM of ESDC, the DM of Labour and the COO (SC) has increased from \$5K to \$10K. The authority for the Senior Associate DM and the Associate DM has increased from \$1.5K to \$10K. The authority for the ADM, the CFO (CFOB), the Deputy CFO (CFOB), the Senior DG (ICAAD) (CFOB) and the DG for Regional Services (CFOB) have increased from \$1.5K to \$3K. The authority for the DG and the Chief of Staff (Ministers and Deputy Ministers’ Offices) has increased from \$1.5K to \$2K. Authorities have been cascaded down to the Director level with a limit of \$1K. - Column 1.06 Training/Tuition: The word “Formalized” has been removed as the THCEE no longer makes a distinction between training and formalized training. Reference to the Conference Decision Tree has been added. - Column 1.07 Conferences: The authority for the DM of ESDC, the DM of Labour and the COO (SC) has increased from \$25K to \$50K. The authority for the Senior Associate Deputy Minister and the Associate Deputy Minister has increased from \$5K to \$50K. The authority for the ADM and the CFO has increased from \$5K to \$25K. • Footnote 2 (now Footnote 5) has been modified to read that travel for the Chief of Staff within Minister’s office is limited to support departmental “business” instead of “mandate” to show the broader scope of the revised THCEE. • Footnote 6 has been modified to increase the CFO’s limit from \$5K to \$10K when the Deputy Minister, the Chief Operating Officer or the Associate Deputy Minister is in attendance. • Footnote 9 (now Footnote 8) has been added to specify that Senior ADM of SSPB can only approve international events jointly with the CFO. 	<p>Minister Jean-Yves Duclos</p>	<p>October 30, 2017</p>
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<ul style="list-style-type: none"> • Footnote 10 (now Footnote 4) has been added to specify that a DG cannot approve participation to a conference. A reference to the Conference Decision Tree has been added. • The footnote numbering has been changed to reflect the order in which they appear in the table. • A signature block was added to the template to be in line with new Office of the Comptroller General requirements found in its “Ministers’ Guide to Delegations” and Treasury Board’s “Guide to Delegating and Applying Spending and Financial Authorities”. <p>SECTION 6 - SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <ul style="list-style-type: none"> • Section VI (B) of the Supplementary Notes, which provide important definitions and restrictions to complement the Financial Delegation Instrument, has been revised in its entirety to be in accordance with the TB THCEE Directive as well as the departmental policy. 		
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Union Training and Innovation Program (UTIP): The Minister has delegated the authority for this new ESDC program. • Youth Service Initiative (YSI): The Minister has delegated the authority for this new ESDC program. 	Minister Jean-Yves Duclos	July 28, 2017
<p>SECTION 6 – SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <ul style="list-style-type: none"> • Position 33.10 Assistant Deputy Minister, SSPB has been added to the Instrument. 	Mark Perlman Chief Financial Officer	July 17, 2017
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Early Learning and Child Care Program (ELCC): The Minister has delegated the authority for this new ESDC program. 	Minister Jean-Yves Duclos	July 4, 2017
<p>SECTION 1 - OPERATING AND OTHER FINANCIAL AUTHORITIES</p> <ul style="list-style-type: none"> • Footnote 8 has been added to specify that the Minister of Employment, Workforce Development and Labour’s area of authority for Skills and Employment Branch is restricted to non EI items only as per Minister Duclos’ August 22, 2016 mandate letter. <p>SECTION 2 – LEGISLATIVE PROGRAMS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Column 2.05 Canada Disability Savings Act & Regulations: Position 1.5 Minister of Sport and Persons with Disabilities is designated as the minister responsible for the purposes of the <i>Canada Disability Savings Act</i>. • Column 2.14 Transactions against the EI Operating Account: Section 34 and Section 33 have been removed from position 1.2 Minister of Employment, Workforce Development and Labour because they are no longer required per mandate letter of August 22, 2016. 	Minister Jean-Yves Duclos Note: Authorities related to <i>EI Part II</i> Grants and Contributions were approved by the Canada Employment Insurance Commission (CEIC)	June 8, 2017

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<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Opportunities Fund for Persons with Disabilities: Authorities for the Minister of Employment, Workforce Development and Labour have been realigned to the Minister of Sport and Persons with Disabilities as per January 9, 2017 delegation letters. <p>Joint ESDC-CEIC Programs (EI Part II)</p> <ul style="list-style-type: none"> • Footnote 1 has been removed because restrictions to <i>Employment Insurance Part II – Section 61</i> by Employment Benefits and Support Measures (EBSM) have been lifted for all positions. • Footnote 1 has been added to restrict the authority of the Minister of Employment, Workforce Development and Labour to two EBSM streams of the <i>Employment Insurance Part II – Section 61</i>. • Authorities A, B and C for Labour Market Development Agreements (LMDA) - Section 63 EBSM of the <i>Employment Insurance Part II</i> have been removed from the Minister of Employment, Workforce Development and Labour because it is not the practice followed. • Authority B for Labour Market Development Agreements (LMDA) under section 63 EBSM of the <i>Employment Insurance Part II</i> has been removed from the DM, the Senior Associate DM, the Associate DM, the ADM of Skills and Employment Branch (SEB), the DG, the COO for Service Canada and the Regional ADM because it is not the practice followed. <p>SECTION 5 – WRITE-OFF AUTHORITIES</p> <ul style="list-style-type: none"> • Footnote 1 has been added to restrict the Minister of Employment, Workforce Development and Labour’s SEB area of authority to non EI items per August 22, 2016 mandate letter. <p>SECTION 6 – SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <ul style="list-style-type: none"> • Position 1.5 Minister of Sport and Persons with Disabilities has been added to the Instrument as per new Government and provided with Column 2.05 delegation for the purposes of the <i>Canada Disability Savings Act</i>. • Position 16.13 Director, Policy and Research – Canada Student Loan Program (CSLP), Learning Branch has been renumbered Position 16.12. 		
<p>SECTION 6 – SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <ul style="list-style-type: none"> • The following positions have changed names in order to reflect terminology used in the organizational chart: <ul style="list-style-type: none"> - position 2.3 from « Chef des opérations (Service Canada) » to « Chef de l’exploitation (Service Canada) » - position 32.5 from « Chef des opérations (Service Canada) » to « Chef de l’exploitation (Service Canada) » 		

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<ul style="list-style-type: none"> • The following equivalency requests have been approved: <ul style="list-style-type: none"> - position of Associate Assistant Deputy Minister, Strategic and Service Policy Branch (SSPB) as equivalent to position 14.1 Senior Assistant Deputy Minister (SSPB) - position of Senior Assistant Deputy Minister, Transformation and Integrated Services Management Branch (TISMB) as equivalent to position 14.4 Assistant Deputy Minister, Processing and Payment Services Branch (PPSB) - position of Senior Assistant Deputy Minister, Income Security and Social Development Branch (ISSDB) as equivalent to position 14.7 Assistant Deputy Minister (ISSDB) - position of Associate Assistant Deputy Minister, Skills and Employment Branch (SEB) as equivalent to position 33.3 Assistant Deputy Minister (SEB) 		
<ul style="list-style-type: none"> - position of Senior Assistant Deputy Minister (SEB) as equivalent to position 33.3 Assistant Deputy Minister (SEB) - position of Senior Assistant Deputy Minister (TISMB) as equivalent to position 33.4 Assistant Deputy Minister (PPSB) - position of Senior Assistant Deputy Minister (ISSDB) as equivalent to position 33.8 Assistant Deputy Minister (ISSDB) 	Mark Perlman Chief Financial Officer	April 21, 2017
<p>SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES</p> <p>Program Authorities</p> <ul style="list-style-type: none"> • Student Work Integrated Learning Program (SWILP): The Minister has delegated the authority for this new ESDC program. 	Minister Jean-Yves Duclos	March 13, 2017
<p>SECTION 6 – SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <ul style="list-style-type: none"> • Position 15.1 Director General, CSLP has been added to align the roles within the Learning Branch (LB) with their actual approval needs under Section 34 of the <i>FAA</i> for the CSLP. 	Mark Perlman Chief Financial Officer	February 20, 2017
<p>SECTION 6 – SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <ul style="list-style-type: none"> • Team Leader (TL), Business Expertise Advisor (BEA) and Business Expertise Consultant (BEC) positions have been approved as equivalent to position 17.3 Service Canada Centre Manager for the delivery of EI benefit payments. 	Mark Perlman Chief Financial Officer	January 12, 2017
<p>SECTION 6 – SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <ul style="list-style-type: none"> • The position Chief Data Officer (CDO) has been approved as equivalent to position 4.1 Senior Director General / Director General. 	Mark Perlman Chief Financial Officer	November 10, 2016

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<p>SECTION 1 - OPERATING AND OTHER FINANCIAL AUTHORITIES</p> <ul style="list-style-type: none"> Financial authority under “Section 34 - Pay & Benefits” has been transferred to Pay Verification Advisors from PSPC (Level 13.7) so that they exercise pay input and verification for ESDC. This delegation is subject to some limitations as indicated in the footnote 7 of the Instrument. Footnote 7 has been added to specify that the transfer of the financial authority under “Section 34 - Pay & Benefits” to PSPC Pay Verification Advisors (Position Level 13.7) is to exercise pay input and verification for ESDC. <p>SECTION 6 – SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY</p> <ul style="list-style-type: none"> Position 13.7 Pay Verification Advisor (PSPC) has been added to allow Public Services and Procurement Canada (PSPC) pay employees to exercise financial authorities on behalf of ESDC for pay-related activities under Section 34 of the <i>Financial Administration Act (FAA)</i>. 	<p>Minister Jean-Yves Duclos</p>	<p>April 8, 2016</p>
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Summary of significant changes for April 6, 2016 delegation instrument	Approved by	Effective Date
<p>Complete review of the delegation instrument that was last approved by Minister Poilievre in May 2015 (including ad hoc approvals between May 2015 and April 2016) was performed due to the appointment of Minister Duclos in November 2015. Main changes are as follows:</p> <p>OVERALL CHANGES:</p> <ul style="list-style-type: none"> - Review and update of the Recognition delegations and the Contracting authorities have been and applied to the O&M table; - Significant changes have been made to the Grants & Contributions delegations; - Administrative updates have been made to reflect changes to the organizational structure and position titles; - The name of the matrix “Write-offs, Waivers and Remissions” has been updated to “Write-offs, Waivers, Remissions and Other” (Section 5) in order to include the new delegation for determining small amounts introduced to that matrix; - The Instrument is still divided into five sections as follows but, as mentioned above, the name of the section 5 has been updated to reflect the new authority for small amounts: <ol style="list-style-type: none"> 1. Operating and Other Financial Authorities; 2. Legislative Program Financial Authorities; 3. Grants and Contributions (Gs & Cs) Authorities; 4. Other Non-Financial Authorities; 5. Write-Off, Waivers, Remissions and Other authorities. - Updates to the Supplementary Notes and the Table of Equivalencies have been done according to the changes in the different sections of the instrument. <p>DETAILED CHANGES:</p> <p>SECTION 1 - OPERATING AND OTHER FINANCIAL AUTHORITIES</p> <ul style="list-style-type: none"> - Column 1.05 - Footnote (#6) added to specify that the delegation limit for the Chief Financial Officer (CFO) for Hospitality is increased to \$5K when the Deputy Minister is in attendance; - Column 1.15 – Recognition Awards authorities (Operational and Corporate) reviewed and modified as the rescinded TBS policy no longer restrict authority. Limits were reviewed and new ones were granted according to the Departmental Recognition Policy. Given that the ESDC’s revised Recognition Policy now considers Instant Awards as being formal, new delegations were granted; 	<p>Minister Jean-Yves Duclos</p> <p>Note: Authorities related to EI Part II Grants and Contributions were approved by the Canada Employment Insurance Commission (CEIC)</p>	<p>April 6, 2016</p>

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- Column 1.16 – Recognition Awards authorities (Operational and Corporate) being removed to comply with ESDC’s revised Recognition Policy whereby informal recognition is redefined as having no associated expenses;
- Column 1.20 - Contracting Authority has been modified to “F” (Full) for Assistant Deputy Minister to Executive Assistant positions to support the various dollar limits of some acquisition cards within the Department. Those delegations are subject to some limitations as indicated in the foot notes of the Instrument;
- Administrative updates have been made to reflect changes to the organizational structure and corporate position titles.

SECTION 2 - LEGISLATIVE PROGRAMS FINANCIAL AUTHORITIES

Program Authorities

- Columns 2.01, 2.02 and 2.03 - Minister of Employment, Workforce Development and Labour has full authority for the Legislative Programs that the Minister of Labour position used to have: Column 2.01 (Wage Earner Protection Act), 2.02 (Government Employee Compensation Act) and 2.03 (Merchant Seamen Compensation Act);
- Column 2.04 - Authority being requested for new position (Program Advisor – CPP & OAS) taking responsibilities for EAA approval (S.33) for CPP/OAS benefit payments;
- Column 2.04 – New authority being requested for the Service Canada Payment Service Officers (PSO) position to address additional activities for the delivery of CPP and OAS benefits;
- Columns 2.07, 2.08 and 2.09 - Minister of Employment, Workforce Development and Labour being a new position, Full authority was added under columns 2.07 (Canada Student Loans Program), 2.08 (CES Grants under Canada Education Savings Act) and 2.09 (Canada Learning Bond/Canada Education Savings Act) as they are all items for which the only departmental positions below DM that have authority are in Learning Branch;
- Column 2.14 - Minister of Employment, Workforce Development and Labour has full authority under column 2.14 “Transactions against the EI Operating Account” given her responsibilities for Employment.

Functional Authorities

- Column 2.04 - New corporate authority for Senior Director, Director and Functional Specialist within ICAAD (CFOB) for remittance of deductions withhold from benefit payments to clients and added footnote # 6 to restrict authority to remittance of deductions;
- Column 2.14 - Correction to corporate authority for Senior Director, Director and Functional Specialist within ICAAD (CFOB) restricted in error in last update of Delegation Instrument and additional comments to footnote # 3 to clarify delegated authorities;

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- Administrative updates have been made to reflect changes to the organizational structure and corporate position titles.

Joint Delegations – Other Department

- As per cabinet reorganisation, Department’s name acronym changed from AANDC to INAC. The Instrument was changed accordingly.

SECTION 3 - GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES

Program Authorities

- Renamed area of authority A to Approval of Proposal / Application / *Major Amendment*;
- Changed definition of Major and Minor Amendments;
- As per cabinet reorganisation, Department’s name acronym changed from PWGSC to PSPC. Footnote #3 was changed accordingly;
- Provided full authority to the Minister of Employment, Workforce Development and Labour for the following programs listed below:
 - ASETS;
 - Adult Learning, Literacy and Essential Skills Program;
 - Apprenticeship Incentive Grant (\$2,000) & Apprenticeship Completion Grant (\$2,000);
 - Canada Job Fund Agreements;
 - Enabling Fund for Official Language Minority Communities;
 - Federal Income Support for Parents of Murdered or Missing Children grant;
 - Foreign Credential Recognition Program;
 - Labour Funding Program;
 - Organization for Economic Cooperation and Development;
 - Labour Market Agreements for Persons with Disabilities;
 - Opportunities Fund for Persons with Disabilities;
 - Pathways to Education;
 - Sectoral Initiative Program;
 - Skills and Partnership Fund;
 - Targeted Initiative for Older Workers;
 - Youth Employment Strategy - Career Focus / Skills Link;
 - Youth Employment Strategy - Summer Work Experience.

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EI Part II

- Full authority to Minister of Employment, Workforce Development and Labour.
- All Gs & Cs authorities have been revised to relax delegation and ensure better program delivery. Please refer to the Instrument for the new delegations.

Functional Authorities (Corporate)

- Modified title of Payment authority from “Section 33 of FAA” to “Section 33 of FAA – Grants and Contributions”;
- A new line was added (Section 33 of FAA – EI Part II) as EI Part II is not part of Vote 5.

Joint Delegations

- Renamed area of authority A to Approval of Proposal / Application / *Major Amendment*;
- Changed definition of Major and Minor Amendments;
- Merged Gs & Cs Programs under Sections 61 & 63 of Employment Insurance Part II;
- Removed footnote #1 on Minister’s riding as LMDAs are not project-based and constituencies are not part of LMDA or EI Part II business.
- All Gs & Cs authorities have been revised to relax delegation and ensure better program delivery. Please refer to the Instrument for the new delegations.

SECTION 4 - OTHER NON-FINANCIAL AUTHORITIES

- Added authority to Minister of Employment, Workforce Development and Labour under column “Certification of Educational Institutions” as the only departmental positions below DM that have authority for this item are in Learning Branch;
- Administrative updates have been made to reflect changes to the organizational structure and corporate position titles.

SECTION 5 - WRITE-OFF AUTHORITIES

- Columns 5.01, 5.02 and 5.03 - Maintained same authority for the Minister of Employment, Workforce Development and Labour as the previous Minister of Labour used to have. The area of authority for these authorities has been expanded to include Learning Branch;
- Column 5.01 – Added a new corporate authority for position omitted in error in last update of Delegation Instrument for the Director General, Regional Services (RS), CFOB;

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- Small Amounts – A new corporate authority was added for several functional positions to determine small amounts as per S. 155.2(1) of the Financial Administration Act.

SUPPLEMENTARY NOTES AND TABLE OF EQUIVALENCY

- Annex A, within the Supplementary Notes, contains the Table of Equivalencies positions. The Table has been updated to reflect the changes to position titles and the authorities delegated to new positions.