

EMPLOYMENT AND SOCIAL DEVELOPMENT CANADA
DELEGATION OF FINANCIAL AUTHORITIES INSTRUMENT

TRACKING OF CHANGES TO THE DELEGATION OF FINANCIAL AUTHORITIES INSTRUMENT

Each time the delegation instrument is revised or an amendment to the instrument is approved, the delegation tables are superseded by the latest ones.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 February 2014.

Changes to delegation instrument since its approval by Minister Kenney in February 2014	Approved by	Effective Date
The Minister has approved new financial authorities (S.34) to specific positions within ESDC for payment of administrative costs authorized by the court order under the Personal Credits component of the Indian Residential Schools Settlement Agreement (IRSSA).	Minister Pierre Poilievre	March 8, 2015
The position of Payment and Service Delivery Clerk within the SMSM organizational model for Service Canada has been approved as equivalent to a Service Canada Benefits Officer position for the delivery of CPP/OAS benefits.	CFO	November 5, 2014
The Minister has approved new delegated authorities for the Canada Job Fund (CJF) Agreements which replace the former Labour Market Agreements (LMA) that expired on March 31, 2014. Since the CJF Agreements maintain the same funding level and financial accountability regime as the LMAs, the Delegation of Authorities remain the same and are retroactive to April 1, 2014 to coincide with the introduction of the new CJF Agreements.	Minister Jason Kenney	August 15, 2014
The Minister has delegated the authority for four disability-related programs to the Minister of State for Social Development. The small and mid-size components of the Enabling Accessibility Fund, the Opportunities Fund for Persons with Disabilities and the Disability component of the Social Development Partnership Program are now under the responsibility of Minister Candice Bergen. The Minister has also delegated full signing authority for the Surplus Federal Real Property for Homelessness Initiative (SFRPHI) to the Minister of State for Social Development.	Minister Jason Kenney	July 8, 2014
The Minister has approved new delegated authorities for the Indian Residential Schools Settlement Agreement (IRSSA) to accommodate organizational and procedural changes necessary to implement the Personal Credits (maximum \$3000) process launched in January 2014.	Minister Jason Kenney	April 12, 2014
The Minister has requested that all delegated authorities for the approval of proposals (A) under the Grants & Contributions Homelessness Partnering Strategy be removed. The authority to approve proposals up to \$100K for the Deputy Minister, the Senior Associate and Associate Deputy Minister and Assistant Deputy Ministers have been removed from the delegated instrument.	Deputy Minister's and Chief Financial Officer's offices	March 17, 2014

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The director and manager positions for Service Canada centers and Passport offices have been delegated the authority to approve Claims against the Crown for low value (up to \$200) refunds to citizens, for lost or damaged passport photos and documentary evidence of citizenship.	Minister Jason Kenney	March 5, 2014
The position of Service Manager within the Regional SMSM organizational model for Service Canada has been approved as equivalent to a Regional Manager position for the delivery of Grants and Contributions and Legislative Programs.	CFO	February 28, 2014
The position of Senior Advisor to the Deputy Minister of Labour has been approved as equivalent to a Chief of Staff position.	CFO	February 28, 2014

Summary of significant changes for February 2014 delegation instrument	Approved by	Effective Date
<p>Complete review of the delegation instrument that was last approved by Minister Finley in 2009 (including ad hoc approvals between 2009 and 2013) was performed due to the appointment of Minister Kenney in July 2013. Main changes are as follows:</p> <p>OVERALL CHANGES:</p> <ul style="list-style-type: none"> - The delegation instrument has been converted to a new tabloid format and has been streamlined from approximately 40 to 4 sections: <ul style="list-style-type: none"> o Operating and Other Financial Authorities (Vote 1 and Special votes) o Legislative Programs Financial Authorities (e.g. CPP, OAS, CSLP, EI, WEPP) o Grants and Contributions Authorities (ESDC, Labour and Joint ESDC-CEIC) o Other Non-Financial Authorities - Obsolete delegations were suppressed - Generic positions and Equivalency Table (in Appendix A of the Supplementary Notes) were introduced and specific position titles were reviewed to reflect organisational changes - Senior management's authorities were reviewed for consistency - Departmental name was changed to Employment and Social Development Canada (ESDC) <p>SECTION 1 – OPERATING AND OTHER FINANCIAL AUTHORITIES</p> <ul style="list-style-type: none"> - Columns 1.01 to 1.07 - Pre-approval authorities for Events was added and pre-approval authorities for travel, hospitality, training and conferences related to Exempted Events were modified in 	<p>Minister Jason Kenney</p> <p>Note: Authorities related to EI Part II Grants and Contributions were approved by the Canada Employment Insurance Commission (CEIC)</p>	February 13, 2014

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<p>accordance with the Treasury Board Secretariat (TBS) <i>Directive on Travel, Hospitality, Conferences and Events Expenditures</i></p> <ul style="list-style-type: none"> - Column 1.13 – The pre-approval authority for all types of Claims by and against the Crown were combined into one column and the authority for Assistant Deputy Ministers (ADM) and equivalents was increased from \$25,000 to \$100,000 (with mention in the Supplementary Notes that payments between \$25,000 and \$100,000 must be co-approved by the branch ADM and the Senior General Counsel) - Column 1.17 – The pre-approval authority for all types of Arrangements were combined into one column - A portion of the Special Financial Authorities was incorporated to the Operating funds Authorities under the section Other Authorities (1.22 to 1.25) - Column 1.23 – The Authorities for Deduction and Set-off of accounts were streamlined and combined into one column - Column 1.26 – The Authorities for Write-off of debts, formally in one special table, were streamlined and combined into one column. Delegated authorities are now restricted to Senior Executive Heads and most Senior CFOB positions - Column 1.27 – The Authorities for Waivers (reduction of Interest), formally in one special table, were streamlined and combined into one column. Delegated authorities are now restricted to Senior Executive Heads and most Senior CFOB positions - Column 1.29 – Authorities to credit passport application fees on debit/credit cards pursuant to sections 20 and 33 of the <i>Financial Administration Act</i> (FAA) were added - Column 1.30 - With the creation of the new Social Security Tribunal (SST), the delegated authorities for the Pension Appeals Board under the Special Financial Authorities have been reviewed and are now delegated to the Social Security Tribunal <p>SECTION 2 – LEGISLATIVE PROGRAMS FINANCIAL AUTHORITIES</p> <ul style="list-style-type: none"> - Column 2.07 – Authorities to exercise section 34 of the FAA on Canada Student Loans payments was reduced from \$75 million to \$50 million - The portion of the Special Financial Authorities related to the authorities for transactions against various Accounts was streamlined and the Authorities were incorporated to the Legislative Program 		
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Authorities (2.11 to 2.13) Column 2.14 – The Authorities related to Transactions against the Employment Insurance Account, formally in one special table, were streamlined and combined into one column.

SECTION 3 – GRANTS AND CONTRIBUTIONS FINANCIAL AUTHORITIES

- ESDC Programs:
 - o Authorities for Pathways to Education were added
 - o Authorities for terminated programs were suppressed
 - o Names of programs were reviewed
 - o Authorities to Minister of State for Social Development for the Homelessness Partnering Strategy were added
 - o Approval of proposals (Column A) was restricted to the Minister of ESDC and minor amendments threshold (Column B) lowered to 5% for specific contribution programs (listed in the note to the delegation matrix)

- Joint ESDC-CEIC Programs (EI Part II):
 - o Authorities for the Chief Operating Officer, Regional ADMs and other Service Canada Officials to exercise section 34 of the FAA on Labour Market Development Agreements payments were added
 - o Approval of proposals (Column A) was restricted to the Minister of ESDC and minor amendments threshold (Column B) lowered to 5% for specific contribution programs (listed in the note to the delegation matrix)