

**FINANCIAL AUTHORITIES - OPERATING FUNDS (Vote 1 and Special Votes)
EMPLOYMENT AND SOCIAL DEVELOPMENT CANADA
(Including Service Canada and Labour)**

This Delegation instrument must be read in conjunction with the Supplementary Notes which define any restrictions and financial limitations. All values include applicable taxes.

Delegation Level		Area of Authority	Spending Authority																	Financial Authority		Other Authorities															
			Expenditure Initiation														Commitment Authority	Transaction Authority (Contracting)		Certification Authority	Payment Authority																
			Pre-approval required											No pre-approval				1.20	1.21			1.22	1.23	1.24	1.25	1.26	1.27	1.28	1.29	1.30							
1.01	1.02	1.03	1.04	1.05	1.06	1.07	1.08	1.09	1.10	1.11	1.12	1.13	1.14	1.15	1.16	1.17	1.18	1.19																			
See supplementary notes and restrictions			Non Events (core mandate)																																		
		Events **	International travel **	Domestic travel **	Local travel **	Hospitality **	Training / Tuition (Formalized) **	Conferences **	Memberships Fees **	Relocation **	Isolated Post & Gov't Housing **	Project Authority **	Staffing Action, Extra Duty	Claims by and against the Crown **	Ex Gratia	Formal Recognition Awards - I= individual, G = group	Recognition Awards - I= individual, G = group	Arrangements - Inter-Dept' & Federal/Provincial Institutions	Standing Advances	Requisitioning Authority - Goods, Services & Construction	Section 32 of FAA	Contracting Authority (Transaction) **	Leasing Authority **	Section 34 of FAA	Section 33 of FAA	Cash Loss Charge-Off to Appropriation	Deduction and Set-Off of Accounts	Garnishee Approval	Write-Off of Crown Assets	Write-Off of Debts (sections 4 & 6 of the Debt Write-Off Regulations, 1994)	Waivers (section 9 of the Interest and Administrative Charges Regulations)	Refund of Revenue (other than Passport)	Refund of Passport Application Fees (on debit or credit card)	Social Security Tribunal - Travel and Living Expenses			
	Corporate																																				

Functional Authorities

9.1	Chief Financial Officer (CFO)	√	\$5K	F	F	F	\$1.5K	F	\$5K	\$700	F	F	F	F	F	\$2K	\$5K-1 \$10K-G	\$500-1 \$1K-G	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	
9.2	Assistant Deputy Minister, Human Resources Services Branch	√	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	F ¹	-	-	-	F	-	-	-	-	-	-	-	-	-	
14.1	Senior Assistant Deputy Minister, Strategic Policy and Research	√	-	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
10.1	Deputy Chief Financial Officer (DCFO)	√	-	-	-	F	\$1.5K	F	-	\$700	F	F	-	F	F	\$2K	-	-	F	F	F	F	\$25K	-	F	F	F	F	F	F	F	F	F	F	F	F	
10.2	Senior Director General, Integrated Corporate Accounting and Accountability Directorate (ICAAD)	√	-	-	-	F	\$1.5K	F	-	\$700	F	F	-	F	F	\$2K	-	-	F	F	F	F	\$25K	-	F	F	F	F	F	F	F	F	F	F	F	F	
10.3	Senior Director General, Investment, Asset & Procurement Management (IAPM)	√	-	-	-	-	-	-	-	-	-	-	F	-	-	-	-	-	F	-	F	F	F	-	-	-	-	F	-	-	-	-	-	-	-	-	
10.4	Director General, Investment & Project Process, IAPM	√	-	-	-	-	-	-	-	-	-	F	-	-	-	-	-	-	-	-	-	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
11.1	Senior Director, ICAAD	√	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$2K	-	F	-	-	F	F	\$50	F	F	F	\$25K	F	F	F	F	-	
11.2	Senior Director, Corporate Accommodation and Assets Management, IAPM	√	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	F	-	-	-	-	F	-	-	-	-	-	-	-	-	
11.3	Senior Director, Contracting and Procurement, IAPM	√	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
11.4	Regional Director, CFOB (DCFO)	√	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	F	F	\$25K	-	F	F	\$50	F	-	F	-	F	-	-	-	
11.5	Senior Director / Director, Human Resources Services Branch	√	-	-	-	-	-	-	-	-	-	-	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
12.1	Director, ICAAD	√	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	F	-	-	F	F	-	F	-	-	-	\$25K	-	F	-	-	
12.2	Director, Procurement Policy, IAPM	√	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	F	-	-	-	-	-	-	-	-	-	-	-	-	-	
12.3	Director - Regional Financial Management Advisory Services and Asset Management (DCFO)	√	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	F	F	\$25K	-	F	F	-	-	-	F	-	-	-	-	-	-
13.1	Functional Specialist, ICAAD, CFOB	√	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	F	-	-		
13.2	Functional Specialist, IAPM, CFOB	√	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	F	-	-	-	-	-	-	-	-	-	-	-	-	-	
13.3	Manager - Regional Financial Management Advisory Services and Asset Management (DCFO)	√	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	F	F	\$25K	-	F	F	-	-	-	F	-	-	-	-	-	-
13.4	Manager / Team Leader, Human Resources Services Branch	√	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
13.5	Functional Specialist, Compensation and Benefits, HRSB	√	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
16.9 17.3	Service Canada Centre Director / Manager	√	-	-	-	-	-	-	-	-	-	-	-	\$200**	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	F	F	
20.1	Passport Offices Employees	√	-	-	-	-	-	-	-	-	-	-	-	\$200**	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	F	F	-	
21.1	Executive Director, Social Security Tribunal	√	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	F	

* Refer to Appendix A of the Supplementary Notes for equivalent positions.

** Restrictions apply - Refer to the restrictions attached for more details.

¹ Limited to pay and benefits transactions

F Indicates full authority within authorized budget and in accordance with relevant legislation, Treasury Board and government policy instruments.