



DELEGATION OF SPENDING AND FINANCIAL SIGNING AUTHORITIES CHART

Spending, Financial, and Other Authorities

		DELEGATED LEVELS								
		Operational Authorities					Functional Authorities			
		1	2	3	4	5	6	7	8	9
1. Spending Authority – Expenditure Initiation Authority										
1.1	Goods and Services	R	R	R	R	R	R	R	R	
1.2	Travel	R	R	R	R	R	R			
1.3	Hospitality	R	R	R			R			
1.4	Conference	F	F	R			F			
1.5	Events	R	R	R			R			
1.6	Human Resources (e.g., salaries, wages, awards and recognition and training)	F	F	R	R	R	R	R		
1.7	Membership Fees	F	R	R	R	R	R	R		
1.8	Relocation	R	R	R	R	R	R	R	R	
1.9	Isolated Posts and Government Housing	R	R	R	R	R	R	R		
1.10	Claims Against the Crown and Ex Gratia Payments	F	R							
1.11	Claims Related to Phoenix Pay Issues	R	R				R	R	R	
2. Spending Authority – Commitment Authority (Section 32 of the FAA)										
2.1	All Expenditures	F	F	F	F	F	F	F	R	
3. Spending Authority – Transaction Authority										
3.1	Services	R					R	R	R	
3.2	Goods	R					R	R	R	
3.3	Call-up Against Standing Offer and Supply Arrangements	F					F	F	R	
3.4	Acquisition Cards – Goods and Services	F					F	F	R	
3.5	Departmental Travel Expense Card	F					F	F	R	
3.6	Real Property – Lease, licence, transfer of administration and control	R								
3.7	Emergency Contracts	R	R				R	R	R	
3.8	Crown Agents Acting as Federal Prosecutors	F								
4. Financial Authority – Certification Authority (Section 34 of the FAA)										
4.1	All Expenditures (Excluding Salary Expenditures)	F	R	R	R	R	R	R	R	R
4.2	Salary Expenditures	F	F	F	F	F	F	F	R	R
5. Financial Authority – Payment Authority (Section 33 of the FAA)										
5.1	All Expenditures (Excluding Salary Expenditures)	F					F	F	R	R
5.2	Salary Expenditures	F					F	F	R	R
6. Other Authorities										
6.1	Accountable Advances	F					F	R	R	
6.2	Garnishments, Set-Offs and Recoveries	F	F	R	R	R	F	F	R	R
6.3	Interest and Administrative Charges – Waive and Reduce	F					F	F		
6.4	Debt Write-Off	R					R	R		
6.5	Losses of Money	F					F	F		
6.6	Disposals and Transfers of Materiel	F	R	R	R	R	F	F	R	
6.7	Agreements with Other Entities	F	F	R	R	R	F	F	R	
6.8	Journal Vouchers	F					R	R	R	
6.9	Control of Receiver General Cheques	F					F	F	R	
6.10	Legal Assistance and Indemnification for Crown Servants	R								
6.11	Low-Value Amounts – Collection and Payment	F					F	F	R	
6.12	Modifications to the Table of Equivalent Positions and to the Supporting Notes	R					R	R		

DELEGATION OF AUTHORITIES BY THE MINISTER

Every employee of the Public Prosecution Service of Canada (PPSC) appointed to a position listed on the Table of Equivalent Positions, including those officially appointed on an acting or temporary basis, is hereby permitted to exercise authorities within the stated limits therein and in accordance with the relevant statutes, regulations, directives, policy instruments and Supporting Notes. Authorities may be increased under the authority of the Deputy Head to reflect changes approved by the Treasury Board. Specific delegations may also be restricted or revoked by the Deputy Head, the Chief Financial Officer or the designated Person's Superior. This Delegation Chart remains effective until a new one is signed.

SPECIMEN SIGNATURE RECORDS

Authorities cannot be exercised before a Specimen Signature Record (SSR) has been completed, approved and activated. Furthermore, for designated persons officially appointed to act as the Deputy Head, their "on demand" SSR must be authorized by both the Deputy Head and the Chief Financial Officer before they exercise the delegated spending and financial authorities for the Deputy Head position. Additionally, SSR's for levels 8 & 9 can only be approved by the Deputy Head, the Chief Financial Officer or the Deputy Chief Financial Officer.

Subject to and in accordance with the powers of delegation vested in me under the *Department of Public Works and Government Services Act*, the *Shared Services Canada Act*, the *Financial Administration Act* and any related regulations made pursuant thereto, I hereby sub-delegate, within the specified limits, the authorities indicated in this Delegation of Spending and Financial Signing Authorities Chart to the Deputy Head and to the other positions specified in the Table of Equivalent Positions.

Subject to and in accordance with the powers of delegation vested in me by the *Director of Public Prosecutions Act* through the sub-delegation from the Minister of Justice under the *Financial Administration Act* and any related regulations made pursuant thereto, I hereby sub-delegate, within the specified limits, the authorities indicated in this Delegation of Spending and Financial Signing Authorities Chart to the positions specified in the Table of Equivalent Positions.

ORIGINAL SIGNED BY

Minister of Justice - The Honourable David Lametti

June 13, 2019

Date

ORIGINAL SIGNED BY

Deputy Head - Kathleen Roussel

April 16, 2019

Date

This Chart must be read in conjunction with Supporting Notes, which defines terms/conditions and spending/financial limitations.

- F** – Full authority within an approved budget and area of authority.
- R** – Restricted authority within an approved budget and area of authority, and subject to limitations and restrictions as set out by the appropriate statutes, regulations, policy instruments and Supporting Notes.
- Blank** – A blank cell means no authority has been delegated.