



FORM "A"

FORMER PUBLIC SERVANT CERTIFICATION

MANDATORY CERTIFICATION

This Form A shall not be edited nor its content be modified in any way. Failure to complete and sign this form and attach it in whole to the technical proposal in accordance with the signing procedures described in this form will automatically result in the rejection of your proposal.

1.1 Former Public Servant Certification

Contracts with former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts with FPS, Offerors must provide the information required below.

Definitions

For the purposes of this clause:

"Former public servant" is any former member of a department as defined in the *Financial Administration Act*, R.S.C. 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"Lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"Pension" means, in the context of the fee abatement formula, a pension or annual allowance paid under the *Public Service Superannuation Act* (PSSA), R.S.C. 1985, c. P-36, and any increases paid pursuant to the *Supplementary Retirement Benefits Act*, R.S.C. 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the *Canadian Forces Superannuation Act*, R.S.C. 1985, c. C-17, the *Defence Services Pension Continuation Act*, R.S.C. 1970, c. D-3, the *Royal Canadian Mounted Police Pension Continuation Act*, R.S.C. 1970, c. R-10, the *Royal Canadian Mounted Police Superannuation Act*, R.S.C. 1985, c. R-11, or the *Members of Parliament Retiring Allowances Act*, R.S.C. 1985, c. M-5, or that portion of pension payable pursuant to the *Canada Pension Plan Act*, R.S.C. 1985, c. C-8.

1.2 Former Public Servant

Is the Offeror a FPS?

YES () NO ()

If so, the Offeror must provide the following information:



- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

1.3 Former Public Servant in Receipt of a Pension

Is the Offeror a FPS in receipt of a pension as defined above?

YES () NO ()

1.4 Work Force Reduction Program

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of a work force reduction program?

YES () NO ()

If so, the Offeror must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force reduction program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including the Goods and Services Tax or Harmonized Sales Tax.

Form A which contains the mandatory certifications, must be signed strictly in accordance with the following requirements:

- I. *Where the Offeror is an individual* - The signature of the individual must be affixed and his/her name typed or printed in the space provided.
- II. *Where the Offeror is a corporation* - The signatures of the authorized signatories must be affixed and their names and titles, and the name of the corporation typed or printed in the space provided. The corporate seal may be affixed.
- III. *Where the Offeror is a partnership* (in common law regime) - The signature(s) of the authorized signatory(ies) of the partnership must be affixed and the name(s) of the authorized signatory(ies) and the name of the partnership typed or printed in the space provided.
- IV. *Where the Offeror is a sole proprietorship* - The signature of the sole proprietor must be affixed and the sole proprietor's name typed or printed in the space provided.
- V. *Where the proposal is submitted by a consortium, joint venture or other type of association* – The signature of EACH member of the consortium, joint venture or other type of association (or the authorized signatories, as the case may be) must be affixed and the name and title typed or printed in the space provided. EACH member must sign a copy of **Form A** in the manner applicable to their particular arrangement,



which is more particularly described in paragraphs I to IV above. The name of EACH Member Corporation, partnership or sole proprietorship, as the case may be, must also be typed or printed in the space provided.

Name of individual, Corporation, Partnership, etc. (print or type)

Name & Title of Authorized Signatory(ies) (print or type)

Signature(s) of Individuals or Authorized Signatory(ies)

Dated this _____ day of _____, 2014.
