

### Question 9

Section 1.4 b) proponents are asked to indicate whether someone is **on-site** or **off-site**. Could you please explain this statement?

### Answer 9

The proponent must identify for each position if they are on-site (located at the proponent's main office) or off-site (including the location if offsite, located anywhere else other than the proponent's main office).

### Question 10

**On page 15 Table 3:** states that the SCS/MAS Survey contract duration is 1 year, and that the period of survey conduct is January to December approx. 2 weeks or less. Yet on page 11, it is mentioned that the surveys are conducted on a monthly basis, and then on a quarterly basis as well.

Could you explain the statement of 2 weeks or less?

### Answer 10

The Starts and Completions Survey and Market Absorption Survey is carried out throughout the year on a monthly basis (i.e. twelve times a year, January to December) in urban areas with populations in excess of 50,000 (and exception areas) and on a quarterly basis (i.e. four times a year, in March, June, September and December) in urban areas with populations of 10,000 to 49,999 as defined by the latest Census. The enumerators work for a period of about 2 weeks or less a month to conduct the survey. The enumerator's volume of work depends on the number of starts / completions in the housing market which differs between centres (e.g. Toronto CMA vs St. John's CMA) and fluctuates greatly within the year (e.g. less construction in February compared to June) as well as from year to year (e.g. 2016 compared to 2017).