



**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving - PWGSC / Réception des  
soumissions - TPSGC**  
**11 Laurier St. / 11, rue Laurier**  
**Place du Portage , Phase III**  
**Core 0B2 / Noyau 0B2**  
**Gatineau, Québec K1A 0S5**  
**Bid Fax: (819) 997-9776**

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government  
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services  
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Comments - Commentaires**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Business Management and Consulting Services Division /  
Division des services de gestion des affaires et de  
consultation  
11 Laurier St. / 11, rue Laurier  
10C1, Place du Portage  
Gatineau, Québec K1A 0S5

|  |   |
|--|---|
| <b>Title - Sujet</b><br>CRA Image Deposits   |   |
| <b>Solicitation No. - N° de l'invitation</b><br>EN891-182629/B   | <b>Date</b><br>2018-12-30   |
| <b>Client Reference No. - N° de référence du client</b><br>20182629  |   |
| <b>GETS Reference No. - N° de référence de SEAG</b><br>PW-\$\$ZG-404-34473   |   |
| <b>File No. - N° de dossier</b><br>404zg.EN891-182629  | <b>CCC No./N° CCC - FMS No./N° VME</b>                                    |
| <b>Solicitation Closes - L'invitation prend fin</b><br><b>at - à 02:00 PM</b><br><b>on - le 2019-02-15</b>   | <b>Time Zone</b><br><b>Fuseau horaire</b><br>Eastern Standard Time<br>EST |
| <b>F.O.B. - F.A.B.</b><br><b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>  |   |
| <b>Address Enquiries to: - Adresser toutes questions à:</b><br>Papineau, Alain   | <b>Buyer Id - Id de l'acheteur</b><br>404zg                               |
| <b>Telephone No. - N° de téléphone</b><br>(613) 858-8997 ( )   | <b>FAX No. - N° de FAX</b><br>( ) -                                       |
| <b>Destination - of Goods, Services, and Construction:</b><br><b>Destination - des biens, services et construction:</b><br>DEPARTMENT OF PUBLIC WORKS AND GOVERNMENT SERVICES CANADA<br>PORTAGE III<br>11 LAURIER ST<br>Gatineau<br>Quebec<br>K1A0S5<br>Canada |   |

**Instructions: See Herein**

**Instructions: Voir aux présentes**

|  |  |
|--|--|
| <b>Delivery Required - Livraison exigée</b><br>See Herein  | <b>Delivery Offered - Livraison proposée</b> |
| <b>Vendor/Firm Name and Address</b><br><b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>   |  |
| <b>Telephone No. - N° de téléphone</b><br><b>Facsimile No. - N° de télécopieur</b>   |  |
| <b>Name and title of person authorized to sign on behalf of Vendor/Firm</b><br><b>(type or print)</b><br><b>Nom et titre de la personne autorisée à signer au nom du fournisseur/<br/>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b> |  |
| <b>Signature</b>   | <b>Date</b>                                  |

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## **PART 1 – GENERAL INFORMATION**

### **1.1 Introduction**

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

Part 1 General Information: provides a general description of the requirement;

Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;

Part 3 Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;

Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;

Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;

Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and

Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Attachments include: Pricing Schedule, Technical Criteria and Certifications Precedent to Contract Award.

The Annexes include the Statement of Work, Basis of Payment and the Security Requirement Check List.

### **1.2 Summary**

Public Services and Procurement Canada (PSPC) intends to establish a contract with a Canadian Financial Institution for Deposit services for cheques received at specific Canada Revenue Agency (CRA) Tax Centres. Currently, the CRA is accepting cheques through the mail, or at drop-boxes at their Tax Centres across Canada on a daily basis. These cheques were formerly deposited through an arrangement for the exchange and deposit of physical items. Going forward however, the CRA will be pursuing a model in which cheque images are exchanged for deposit rather than physical items.

The Contractor will be required to facilitate the deposit of Canadian dollar denominated cheques received at the CRA Sudbury and Winnipeg Tax Centres. These deposits will be initiated through the exchange of Image Files (X9).

The period of the Contract will be from date of Contract to four (4) years after award with and irrevocable option to extend the period of the Contract by two (2) additional one (1) year periods and a (10) ten month transition period under the same terms and conditions.

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There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, Bidders should refer to the Contract Security Program of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website

### **1.3 Debriefings**

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

### **1.4 Phased Bid Compliance**

The Phased Bid Compliance Process applies to this requirement.

## **PART 2 – BIDDER INSTRUCTIONS**

### **2.1 Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2018-05-22) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 120 calendar days.

#### **2.1.1 SACC Manual Clauses**

A7035T (2007-05-25), List of Proposed Subcontractors

### **2.2 Submission of Bids**

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation. Bids transmitted to PWGSC by electronic mail will not be accepted."

### **2.3 Former Public Servant**

Contracts awarded to 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 awarded to FPS, bidders must provide in writing before contract award for each question below, the answer and, as applicable, the information required.

If the Contracting Authority has not received the answer to the question and, as applicable, the information required by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the answer and, as applicable, the information required. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

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

#### **Former Public Servant in Receipt of a Pension**

As per the above definitions, is the Bidder a FPS in receipt of a pension?

Yes ( ) No ( )

If so, the Bidder must provide the following information for all FPS in receipt of a pension, as applicable:

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

By providing this information, bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

#### **Work Force Adjustment Directive**

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive?

Yes ( ) No ( )

If so, the Bidder 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;
- and
- 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 Applicable Taxes.

## **2.4 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than 10 calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

## **2.5 Applicable Laws**

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

## **2.6 Basis for Canada's Ownership of Intellectual Property**

The Banking and Cash Management Sector of PSPC has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada, on the following grounds:

Where the material developed or produced consists of material subject to copyright, with the exception of computer software and all documentation pertaining to that software.



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## **PART 3 – BID PREPARATION INSTRUCTIONS**

### **3.1 Bid Preparation Instructions**

- a) Due to the nature of the bid solicitation, bids transmitted by facsimile will not be accepted.
- b) The bid must be separated as follows:
  - Section I: Technical Bid
  - Section II: Financial Bid
  - Section III: Certifications
  - Section IV: Additional Information
- c) If the Bidder chooses to submit its bid electronically using the epost Connect service provided by Canada Post Corporation,
  - o the Bidder should refer to section 08, Transmission by facsimile or by epost Connect, of the 2003 standard instructions. Sub-section 2, epost connect, contains instructions and conditions;
  - o the Bidder must submit its bid in a single transmission.
- d) If the Bidder chooses to submit its bid to the PWGSC Bid Receiving Unit electronically not using the epost Connect service provided by Canada Post Corporation, Canada requests one envelope containing one copy of the bid on a USB key or a CD. The Bidder should ensure that the Bidder's name and address and bid solicitation number are clearly visible on the envelope.
- e) Canada is not requesting hard copies of the bid. However, if the Bidder chooses to submit its bid to the PWGSC Bid Receiving Unit in hard copies, Canada requests:
  - Section I: 1 hard copy
  - Sections II, III and IV: 1 hard copy of the 3 sections
- f) If there is a discrepancy between the wording of any copies of the bid that appear on the following list, the wording of the copy that first appears on the list has priority over the wording of any copy that subsequently appears on the list:
  - o the electronic copy of the bid submitted by using the epost Connect service provided by Canada Post Corporation;
  - o the electronic copy of the bid submitted to the PWGSC Bid Receiving Unit on a USB key or a CD;
  - o the hard copies of the bid submitted to the PWGSC Bid Receiving Unit.

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

If the Bidder chooses to submit its bid in hard copies, Canada requests that bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper; and
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](#).

To assist Canada in reaching its objectives, bidders should:

1. use paper containing fiber certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
2. use an environmentally-preferable format including black and white printing instead of color printing, printing double sided/duplex, using staples or clips instead of cerlox, duo tangs or binders.

### **Section I: Technical Bid**

In their technical bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Part 4, Evaluation Procedures, contains additional instructions that bidders should consider when preparing their technical bid.

### **Section II: Financial Bid**

- A. Bidders must submit their financial bid in Canadian funds and in accordance with the pricing schedule detailed in Attachment 1 to Part 3.
- B. Bidders must submit their prices and rates FOB destination; Canadian customs duties and excise taxes included, as applicable; and Applicable Taxes excluded.
- C. When preparing their financial bid, Bidders should review clause 4.1.2, Financial Evaluation, of Part 4 of the bid solicitation; and article 7.6, Payment, of Part 7 of the bid solicitation.

### **D. SACC Manual Clauses**

C3011T (2013-11-06), Exchange Rate Fluctuation

### **E. Electronic Payment of Invoices - Bid**

Canada requests that bidders:

1. select option 1 or, as applicable, option 2 below; and
2. include the selected option in Section II of their bid.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

**Option 1:**

The Bidder accepts to be paid by the following Electronic Payment Instrument(s):

- ☐ VISA Acquisition Card
- ☐ MasterCard Acquisition Card
- ☐ Direct Deposit (Domestic and International)
- ☐ Electronic Data Interchange (EDI)
- ☐ Wire Transfer (International Only)
- ☐ Large Value Transfer System (LVTS) (Over \$25M)

**Option 2:**

- ☐ The Bidder does not accept to be paid by Electronic Payment Instruments.

**Section III: Certifications**

In Section III of their bid, bidders should provide the certifications required under Part 5 and, as applicable, any associated additional information.

**Section IV: Additional Information**

In Section IV of their bid, bidders should provide:

1. their legal name;
2. their Procurement Business Number (PBN);
3. the name of the contact person (provide also this person's mailing address, phone and facsimile numbers and email address) authorized by the Bidder to enter into communications with Canada with regards to their bid, and any contract that may result from their bid;
4. for Part 2, article 2.3, Former Public Servant, of the bid solicitation: the required answer to each question; and, if the answer is yes, the required information;
5. for Part 6, article 6.1, Security Requirement, of the bid solicitation:
  - a) for each individual who will require access to classified or protected information, assets or sensitive work sites:
    - 1) the name of the individual;
    - 2) the date of birth of the individual; and
    - 3) if available, information confirming the individual meets the security requirement as indicated in Part 7 - Resulting Contract Clauses;
  - and
  - b) for each proposed location of work performance or document safeguarding, the address containing the information below.

Address:

Street Number / Street Name, Unit / Suite / Apartment Number  
City, Province, Territory  
Postal Code

## ATTACHMENT 1 TO PART 3, PRICING SCHEDULE

The Bidder should complete this pricing schedule and include it in its financial bid once completed. As a minimum, the Bidder must respond to this pricing schedule by including in its financial bid for each of the periods specified below its quoted firm all-inclusive fee (in Cdn \$) for each of the categories identified.

The inclusion of volumetric data in this document does not represent a commitment by Canada that Canada's future usage of the services described in the bid solicitation will be consistent with this data. Value and volume estimated forecasts are provided in Annex "A", Appendix 8. Any estimated level of services specified in the pricing schedule detailed in Attachment 1 to Part 3 is provided for bid evaluation price determination purposes only. It is only an approximation of the requirements and is not to be considered as a contract guarantee.

The only categories of fees that may be proposed are:

- A. Cheque Image Deposit Fees;
- B. Chargeback Processing Fees;
- C. Physical Cheque Deposits.

**Note:** All other costs to the bidder must be recovered in the above fees.

### 1.0 Calculation of Total Evaluated Price (TEP)

For evaluation purposes only, the Total Evaluated Price (TEP) will be the arithmetic sum of the following categories A, B and C as described below:

**Any grey fields are for evaluation purposes only and should not be completed by the bidder.**

#### A. Cheque Image Deposit Fees:

Firm all-inclusive unit price per cheque image processed as described in the Statement of Work Section (2.3) – "Image File Deposits". This all-inclusive transaction fee must include all processing and reporting requirements.

#### Instructions

- a. Bidders should clearly specify a firm all-inclusive cheque image unit price for each contract year in row 2 of Table A1 (columns A, B, C, D, E, and F).
- b. The total annual estimated cheque image deposit fees will be calculated as: (Forecasted Annual Cheque Image Volume) x (Per Unit Cheque Image Fee). This calculation will be completed in row 3 of Table A1.

**Table A1 – Cheque Image Deposit Fees**

| Annual Cheque Image Deposit Fees |  |           |           |           |           |               |               |
|----------------------------------|--|-----------|-----------|-----------|-----------|---------------|---------------|
|                                  |  | A         | B         | C         | D         | E             | F             |
|                                  | Category                                     | Year 1    | Year 2    | Year 3    | Year 4    | Option Year 1 | Option Year 2 |
| 1                                | Forecasted Annual Cheque Image Volume        | 3,960,000 | 4,220,000 | 3,750,000 | 3,330,000 | 2,960,000     | 2,630,000     |
| 2                                | Per Unit Cheque Image Fee                    | \$        | \$        | \$        | \$        | \$            | \$            |
| 3                                | Annual Cheque Image Deposit Fees (Row 1 * 2) | \$        | \$        | \$        | \$        | \$            | \$            |

**B. Chargeback Fees:**

Firm all-inclusive unit price per chargeback processed as described in the Statement of Work Section (2.4.1) – “Chargebacks”. These fees must include all activities related to the processing of chargebacks.

**Instructions**

- Bidders should clearly specify a firm all-inclusive chargeback unit price for each contract year in row 2 of Table B1 (columns A, B, C, D, E, and F).
- The total annual estimated chargeback fees will be calculated as: (estimated annual chargeback volume) x (per unit chargeback fee). This calculation will be completed in row 3 of Table B1.

**Table B1 – Chargeback Fees**

| Chargeback Fees |                                     |        |        |        |        |               |               |
|-----------------|-------------------------------------|--------|--------|--------|--------|---------------|---------------|
|                 |                                     | A      | B      | C      | D      | E             | F             |
|                 |                                     | Year 1 | Year 2 | Year 3 | Year 4 | Option Year 1 | Option Year 2 |
| 1               | Estimated Chargeback Volumes        | 39,600 | 42,200 | 37,500 | 33,300 | 29,600        | 26,300        |
| 2               | Chargeback Fee                      | \$     | \$     | \$     | \$     | \$            | \$            |
| 3               | Annual Chargeback Fees (rows 1 * 2) | \$     | \$     | \$     | \$     | \$            | \$            |

### C. Physical Cheque Deposits:

Firm all-inclusive unit price per physical cheque processed as described in the Statement of Work Section (2.8) – “Optional Service – Physical Cheque Deposits”. This all-inclusive transaction fee must include all processing and reporting requirements. Please note that we are assigning a weighting to this category of 5% to account for the low probability that this Optional Service is implemented through the form of a formal contract amendment.

#### Instructions

- a) Bidders should clearly specify a firm all-inclusive physical cheque deposit unit price for each contract year in row 2 of Table C1 (columns A, B, C, D, E, and F).
- b) The total annual estimated physical cheque deposit fees will be calculated as: (estimated annual physical cheque volume) x (per unit physical cheque deposit fee) x (probability factor of 5%). This calculation will be completed in row 4 of Table C1.

**Table C1 – Physical Cheque Deposit Fees**

| Physical Cheque Deposit Fees |  |           |         |         |         |               |               |
|------------------------------|--|-----------|---------|---------|---------|---------------|---------------|
|                              |  | A         | B       | C       | D       | E             | F             |
|                              |  | Year 1    | Year 2  | Year 3  | Year 4  | Option Year 1 | Option Year 2 |
| 1                            | Estimated Physical Cheque Volumes                    | 1,000,000 | 900,000 | 800,000 | 700,000 | 600,000       | 600,000       |
| 2                            | Physical Cheque Deposit Fee                          | \$        | \$      | \$      | \$      | \$            | \$            |
| 3                            | Probability Factor                                   | 5%        | 5%      | 5%      | 5%      | 5%            | 5%            |
| 4                            | Annual Physical Cheque Deposit Fees (rows 1 * 2 * 3) | \$        | \$      | \$      | \$      | \$            | \$            |

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**D. Summary of Charges – Total Evaluated Price (TEP) – FOR EVALUATION PURPOSES ONLY**

The Total Evaluated Price (TEP) will be the arithmetic sum of categories A, B and C as described above. Table D1 is for evaluation purposes only and should not be completed by the bidder.

**Table D1 – TOTAL EVALUATED PRICE (TEP)**

|   |   | 1                        | 2                        | 3                        | 4                        | 5                        | 6                        |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|   |   | Contract Period Year 1   | Contract Period Year 2   | Contract Period Year 3   | Contract Period Year 4   | Option Year 1            | Option Year 2            |
| Item Description  |   | Annual All-Inclusive Fee | Annual All-Inclusive Fee | Annual All-Inclusive Fee | Annual All-Inclusive Fee | Annual All-Inclusive Fee | Annual All-Inclusive Fee |
| A   | Annual Cheque Image Deposit Fees (Row 3 of Table A1)    | \$                       | \$                       | \$                       | \$                       | \$                       | \$                       |
| B   | Annual Chargeback Fees (Row 3 of Table B1)              | \$                       | \$                       | \$                       | \$                       | \$                       | \$                       |
| C   | Annual Physical Cheque Deposit Fees (Row 4 of Table C1) | \$                       | \$                       | \$                       | \$                       | \$                       | \$                       |
| Annual Evaluated Price =  |   | \$<br>(sum of col.1)     | \$<br>(sum of col.2)     | \$<br>(sum of col.3)     | \$<br>(sum of col.4)     | \$<br>(sum of col.5)     | \$<br>(sum of col.6)     |
| TOTAL EVALUATED PRICE (TEP) =<br>(Sum of the Annual Evaluated Prices of columns 1,2,3,4,5, and 6) |   |                          |                          |                          |                          | \$ _____                 |                          |

## PART 4 – EVALUATION PROCEDURES AND BASIS OF SELECTION

### 4.1 Evaluation Procedures

Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical evaluation criteria.

An evaluation team composed of representatives of Canada will evaluate the bids.

Canada will use the Phased Bid Compliance Process described below.

#### 4.1.1 Phased Bid Compliance Process

##### 4.1.1.1 (2018-07-19) General

- (a) Canada is conducting the PBCP described below for this requirement.
- (b) Notwithstanding any review by Canada at Phase I or II of the PBCP, Bidders are and will remain solely responsible for the accuracy, consistency and completeness of their Bids and Canada does not undertake, by reason of this review, any obligations or responsibility for identifying any or all errors or omissions in Bids or in responses by a Bidder to any communication from Canada.

The bidder acknowledges that the reviews in phase i and ii of this pbcp are preliminary and do not preclude a finding in phase iii that the bid is non-responsive, even for mandatory requirements which were subject to review in phase i or ii and notwithstanding that the bid had been found responsive in such earlier phase. Canada may deem a bid to be non-responsive to a mandatory requirement at any phase.

The bidder also acknowledges that its response to a notice or a compliance assessment report (car) (each defined below) in phase i or ii may not be successful in rendering its bid responsive to the mandatory requirements that are the subject of the notice or car, and may render its bid non-responsive to other mandatory requirements.

- (c) Canada may, in its discretion, request and accept at any time from a Bidder and consider as part of the Bid, any information to correct errors or deficiencies in the Bid that are clerical or administrative, such as, without limitation, failure to sign the Bid or any part or to checkmark a box in a form, or other failure of format or form or failure to acknowledge; failure to provide a procurement business number or contact information such as names, addresses and telephone numbers; inadvertent errors in numbers or calculations that do not change the amount the Bidder has specified as the price or of any component thereof that is subject to evaluation. This shall not limit Canada's right to request or accept any information after the bid solicitation closing in circumstances where the bid solicitation expressly provides for this right. The Bidder will have the time period specified in writing by Canada to provide the necessary documentation. Failure to meet this deadline will result in the Bid being declared non-responsive.
- (d) The PBCP does not limit Canada's rights under Standard Acquisition Clauses and Conditions (SACC) 2003 (2018-05-22) Standard Instructions



– Goods or Services – Competitive Requirements nor Canada's right to request or accept any information during the solicitation period or after bid solicitation closing in circumstances where the bid solicitation expressly provides for this right, or in the circumstances described in subsection (c).

- (e) Canada will send any Notice or CAR by any method Canada chooses, in its absolute discretion. The Bidder must submit its response by the method stipulated in the Notice or CAR. Responses are deemed to be received by Canada at the date and time they are delivered to Canada by the method and at the address specified in the Notice or CAR. An email response permitted by the Notice or CAR is deemed received by Canada on the date and time it is received in Canada's email inbox at Canada's email address specified in the Notice or CAR. A Notice or CAR sent by Canada to the Bidder at any address provided by the Bidder in or pursuant to the Bid is deemed received by the Bidder on the date it is sent by Canada. Canada is not responsible for late receipt by Canada of a response, however caused.

#### **4.1.1.2 (2018-03-13) Phase I: Financial Bid**

- (a) After the closing date and time of this bid solicitation, Canada will examine the Bid to determine whether it includes a Financial Bid and whether any Financial Bid includes all information required by the solicitation. Canada's review in Phase I will be limited to identifying whether any information that is required under the bid solicitation to be included in the Financial Bid is missing from the Financial Bid. This review will not assess whether the Financial Bid meets any standard or is responsive to all solicitation requirements.
- (b) Canada's review in Phase I will be performed by officials of the Department of Public Works and Government Services.
- (c) If Canada determines, in its absolute discretion that there is no Financial Bid or that the Financial Bid is missing all of the information required by the bid solicitation to be included in the Financial Bid, then the Bid will be considered non-responsive and will be given no further consideration.
- (d) For Bids other than those described in c), Canada will send a written notice to the Bidder ("Notice") identifying where the Financial Bid is missing information. A Bidder, whose Financial Bid has been found responsive to the requirements that are reviewed at Phase I, will not receive a Notice. Such Bidders shall not be entitled to submit any additional information in respect of their Financial Bid.
- (e) The Bidders who have been sent a Notice shall have the time period specified in the Notice (the "Remedy Period") to remedy the matters identified in the Notice by providing to Canada, in writing, additional information or clarification in response to the Notice. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the Notice.

- (f) In its response to the Notice, the Bidder will be entitled to remedy only that part of its Financial Bid which is identified in the Notice. For instance, where the Notice states that a required line item has been left blank, only the missing information may be added to the Financial Bid, except that, in those instances where the addition of such information will necessarily result in a change to other calculations previously submitted in its Financial Bid, (for example, the calculation to determine a total price), such necessary adjustments shall be identified by the Bidder and only these adjustments shall be made. All submitted information must comply with the requirements of this solicitation.
- (g) Any other changes to the Financial Bid submitted by the Bidder will be considered to be new information and will be disregarded. There will be no change permitted to any other Section of the Bidder's Bid. Information submitted in accordance with the requirements of this solicitation in response to the Notice will replace, in full, **only** that part of the original Financial Bid as is permitted above, and will be used for the remainder of the bid evaluation process.
- (h) Canada will determine whether the Financial Bid is responsive to the requirements reviewed at Phase I, considering such additional information or clarification as may have been provided by the Bidder in accordance with this Section. If the Financial Bid is not found responsive for the requirements reviewed at Phase I to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase I to the satisfaction of Canada, will receive a Phase II review.

#### **4.1.1.3 (2018-03-13) Phase II: Technical Bid**

- (a) Canada's review at Phase II will be limited to a review of the Technical Bid to identify any instances where the Bidder has failed to meet any Eligible Mandatory Criterion. This review will not assess whether the Technical Bid meets any standard or is responsive to all solicitation requirements. Eligible Mandatory Criteria are all mandatory technical criteria that are identified in this solicitation as being subject to the PBCP. Mandatory technical criteria that are not identified in the solicitation as being subject to the PBCP, will not be evaluated until Phase III.
- (b) Canada will send a written notice to the Bidder (Compliance Assessment Report or "CAR") identifying any Eligible Mandatory Criteria that the Bid has failed to meet. A Bidder whose Bid has been found responsive to the requirements that are reviewed at Phase II will receive a CAR that states that its Bid has been found responsive to the requirements reviewed at Phase II. Such Bidder shall not be entitled to submit any response to the CAR.
- (c) A Bidder shall have the period specified in the CAR (the "Remedy Period") to remedy the failure to meet any Eligible Mandatory Criterion identified in the CAR by providing to Canada in writing additional or

different information or clarification in response to the CAR. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the CAR.

- (d) The Bidder's response must address only the Eligible Mandatory Criteria listed in the CAR as not having been achieved, and must include only such information as is necessary to achieve such compliance. Any additional

information provided by the Bidder which is not necessary to achieve such compliance will not be considered by Canada, except that, in those instances where such a response to the Eligible Mandatory Criteria specified in the CAR will necessarily result in a consequential change to other parts of the Bid, the Bidder shall identify such additional changes, provided that its response must not include any change to the Financial Bid.

- (e) The Bidder's response to the CAR should identify in each case the Eligible Mandatory Criterion in the CAR to which it is responding, including identifying in the corresponding section of the original Bid, the wording of the proposed change to that section, and the wording and location in the Bid of any other consequential changes that necessarily result from such change. In respect of any such consequential change, the Bidder must include a rationale explaining why such consequential change is a necessary result of the change proposed to meet the Eligible Mandatory Criterion. It is not up to Canada to revise the Bidder's Bid, and failure of the Bidder to do so in accordance with this subparagraph is at the Bidder's own risk. All submitted information must comply with the requirements of this solicitation.
- (f) Any changes to the Bid submitted by the Bidder other than as permitted in this solicitation, will be considered to be new information and will be disregarded. Information submitted in accordance with the requirements of this solicitation in response to the CAR will replace, in full, **only** that part of the original Bid as is permitted in this Section.

- (g) Additional or different information submitted during Phase II permitted by this section will be considered as included in the Bid, but will be considered by Canada in the evaluation of the Bid at Phase II only for the purpose of determining whether the Bid meets the Eligible Mandatory Criteria. It will not be used at any Phase of the evaluation to increase or decrease any score that the original Bid would achieve without the benefit of such additional or different information. For instance, an Eligible Mandatory Criterion that requires a mandatory minimum number of points to achieve compliance will be assessed at Phase II to determine whether such mandatory minimum score would be achieved with such additional or different information submitted by the Bidder in response to the CAR. If so, the Bid will be considered responsive in respect of such Eligible Mandatory Criterion, and the additional or different information submitted by the Bidder shall bind the Bidder as part of its Bid, but the Bidder's original score, which was less than the mandatory minimum for such Eligible Mandatory Criterion, will not change, and it will be that original score that is used to calculate any score for the Bid
- (h) Canada will determine whether the Bid is responsive for the requirements reviewed at Phase II, considering such additional or different information or clarification as may have been provided by the Bidder in accordance with this Section. If the Bid is not found responsive for the requirements reviewed at Phase II to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase II to the satisfaction of Canada, will receive a Phase III evaluation.

#### **4.1.1.4 (2018-03-13) Phase III: Final Evaluation of the Bid**

- (a) In Phase III, Canada will complete the evaluation of all Bids found responsive to the requirements reviewed at Phase II. Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) A Bid is non-responsive and will receive no further consideration if it does not meet all mandatory evaluation criteria of the solicitation.

### **4.1.2 Technical Evaluation**

#### **4.1.2.1 Mandatory Technical Criteria**

Refer to Attachment 1 to Part 4.

The Phased Bid Compliance Process will apply to all mandatory technical criteria.

### **4.1.3 Financial Evaluation**

**4.1.3.1** For bid evaluation and Contractor selection purposes only, the evaluated price of a bid will be determined in accordance with the Pricing Schedule detailed in Attachment 1 to Part 3.

**4.1.3.2** The volumetric data included in the pricing schedule detailed in Attachment 1 to Part 3 are provided for bid evaluation price determination purposes only. They are not to be considered as a contract guarantee.

## **4.2 Basis of Selection**

### **4.2.1. Lowest Evaluated Price**

**4.2.1.1** A bid must comply with the requirements of the bid solicitation and meet all mandatory evaluation criteria to be declared responsive.

**4.2.1.2** The responsive bid with the lowest evaluated price will be recommended for award of a contract.

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## ATTACHMENT 1 TO PART 4, TECHNICAL CRITERIA

### 1. Mandatory Technical Criteria

The bid must meet the mandatory technical criteria specified below. The Bidder must provide the necessary documentation to support compliance with this requirement.

Bids which fail to meet the mandatory technical criteria will be declared non-responsive.

| Mandatory Technical Criteria (MT) |  |  |
|-----------------------------------|--|--|
| Payments Canada Membership        |  |  |
| Number                            | Mandatory Technical Criterion  | Bid Preparation Instructions   |
| <b>MT1</b>                        | The Bidder must be an Automated Clearing Settlement System (ACSS) direct clearer or ACSS group clearer member having direct clearing membership. | The Bidder must furnish proof of ACSS membership such as a membership certificate, membership number or letter of acceptance from Payments Canada. |

## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue, whether made knowingly or unknowingly, during the bid evaluation period or during the contract period. The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

### 5.1 Certifications and Additional Information Required with the Bid

#### 5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the [Integrity Provisions of the Standard Instructions](#), all bidders must provide with their bid, if applicable, the Integrity declaration form available on the Forms for the Integrity Regime website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

### 5.2 Certifications and Information Required Precedent to Contract Award

The required certifications and additional information below should be submitted with the bid but may be submitted afterwards. If the required certifications and additional information are not submitted with the bid, the Contracting Authority will inform the Bidder of a time frame within which they must be submitted by the Bidder. Failure to provide the required certifications and additional information within the time frame specified will render the bid non-responsive.

#### 5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real procurement agreement of the [Ineligibility and Suspension Policy](#) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

#### 5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid List" available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

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Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid List" at the time of contract award.

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "FCP Limited Eligibility to Bid List" during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed Federal Contractors Program for Employment Equity certification before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority before contract award with a completed Federal Contractors Program for Employment Equity certification for each member of the Joint Venture. Attachment 1 to Part 5, Additional Certifications Precedent to Contract Award, includes a copy of the certification to provide.

#### **5.2.3 Additional Certifications Required Precedent to Contract Award**

The required additional certifications to provide are included in Attachment 1 to Part 5, Additional Certifications Required Precedent to Contract Award .



## ATTACHMENT 1 TO PART 5, ADDITIONAL CERTIFICATIONS REQUIRED PRECEDENT TO CONTRACT AWARD

### 1. Federal Contractors Program For Employment Equity - Certification

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit the [Employment and Social Development Canada \(ESDC\) - Labour's website](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html) (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html>).

Date: \_\_\_\_\_ Instructions to the Bidder: (YYYY/MM/DD) If left blank, the date will be deemed to be the bid solicitation closing date.

Instructions to the Bidder: Complete both A and B.

A. Instructions to the Bidder: Check only one of the following:

- ☐ A1. The Bidder certifies having no work force in Canada.
- ☐ A2. The Bidder certifies being a public sector employer.
- ☐ A3. The Bidder certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- ☐ A4. The Bidder certifies having a combined work force in Canada of less than 100 permanent full-time and / or permanent part-time employees.
- ☐ A5. The Bidder certifies having a combined workforce in Canada of 100 or more permanent full-time and/or permanent part-time employees.
- ☐ A5.1. The Bidder certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC-Labour.

or

- ☐ A5.2. The Bidder certifies having submitted the [Agreement to Implement Employment Equity \(LAB1168\)](#) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Instructions to the Bidder: Check only one of the following:

- ☐ B1. The Bidder is not a Joint Venture.

or

- ( ) B2. The Bidder is a Joint venture. Instructions to the Bidder: Refer to the Joint Venture section of the Standard Instructions. If the Bidder is a Joint Venture, it must provide the Contracting Authority before contract award with a completed Federal Contractors Program for Employment Equity certification for each member of the Joint Venture.

## **2. Canadian Content**

### **2.1 Canadian Content Definition**

SACC Manual clause A3050T (2014-11-27) Canadian Content Definition

### **2.2 Canadian Content Certification**

This procurement is limited to Canadian services.

The Bidder certifies that:

- ( ) the service offered is a Canadian service as defined in paragraph 2 of clause A3050T.

## **PART 6 – SECURITY, FINANCIAL AND OTHER REQUIREMENTS**

### **6.1 Security Requirement**

6.1.1 Before award of a contract, the following conditions must be met:

- a. the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
- b. the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirement as indicated in Part 7 - Resulting Contract Clauses;
- c. the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
- d. the Bidder's proposed location of work performance and document safeguarding must meet the security requirements as indicated in Part 7- Resulting Contract Clauses; and
- e. the Bidder must provide the address of each proposed site or premise of work performance and document safeguarding as follows:

Address:

Street Number / Street Name, Unit / Suite / Apartment Number

City, Province, Territory

Postal Code

If the information is not provided in or with the bid, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

6.1.2 Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.

6.1.3 For additional information on security requirements, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html> ) website.

### **6.2 Financial Capability**

SACC Manual clause A9033T(2012-07-16) Financial Capability

### **6.3 Insurance Requirements**

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

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## PART 7 – RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

### 7.1 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work in Annex A.

### 7.2 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

#### 7.2.1 General Conditions

2035 (2018-06-21), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

#### 7.2.2 Supplemental General Conditions

4008 (2008-12-12), personal Information, apply to and form part of the Contract.

### 7.3 Security Requirement

**7.3.1** The following security requirement (SRCL and related clauses provided by the [Contract Security Program](#) apply and form part of the Contract:

#### **SECURITY REQUIREMENT FOR CANADIAN SUPPLIER: PWGSC FILE # EN891-82629**

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS) with approved Document Safeguarding at the level of PROTECTED B, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to PROTECTED information, assets or work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CISD/PWGSC.
3. The Contractor MUST NOT utilize its Information Technology systems to electronically process, produce or store PROTECTED information until the CISD/PWGSC has issued written approval. After approval has been granted or approved, these tasks may be performed at the level of PROTECTED B, including an IT Link at the level of PROTECTED B.
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.

5. The Contractor/Offeror must comply with the provisions of the:
- (a) Security Requirements Check List and security guide (if applicable), attached at Annex C;
  - (b) Industrial Security Manual (Latest Edition)

### **7.3.2 Contractor's Site or Premises Requiring Safeguarding Measures**

**7.3.2.1** Where safeguarding measures are required in the performance of the Work, the Contractor must diligently maintain up-to-date the information related to the Contractor's and proposed individuals' sites or premises for the following addresses:

Address:

Street Number / Street Name, Unit / Suite / Apartment Number

City, Province, Territory

Postal Code

**7.3.2.2** The Company Security Officer (CSO) must ensure through the [Contract Security Program](#) that the Contractor and proposed individuals hold a valid security clearance at the required level.

## **7.4 Term of Contract**

### **7.4.1 Period of the Contract**

The period of the Contract is from date of Contract to **4 years** after award.

### **7.4.2 Option to Extend the Contract**

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 30 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

### **7.4.3 Option to Extend - Transition Period**

The Contractor acknowledges that the nature of the services provided under the Contract requires continuity and that a transition period may be required at the end of the Contract. The Contractor agrees that Canada may, at its discretion, extend the Contract by a period of **Ten (10) months** under the same conditions to ensure the required transition. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

The Contracting Authority will advise the Contractor of the extension by sending a written notice to the Contractor at least thirty (30) calendar days before the contract expiry date. The extension will be evidenced for administrative purposes only, through a contract amendment.

Solicitation No. - N° de l'invitation  
EN891-182629/B  
Client Ref. No. - N° de réf. du client  
EN891-182629

Amd. No. - N° de la modif.  
File No. - N° du dossier  
404ZGEN891-182629/A

Buyer ID - Id de l'acheteur  
404ZG  
CCC No./N° CCC - FMS

#### **7.4.4 Termination on Thirty Days Notice**

Canada reserves the right to terminate the Contract at any time in whole or in part by giving thirty (30) calendar days written notice to the Contractor.

In the event of such termination, Canada will only pay for costs incurred for services rendered and accepted by Canada up to the date of the termination. Despite any other provision of the Contract, there will be no other costs that will be paid to the Contractor as a result of the termination.

#### **7.5 Authorities**

##### **7.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Alain Papineau

Title: Supply Specialist

Public Works and Government Services Canada

Acquisitions Branch

Directorate: Business Management and Consulting Services Division - ZG

Address: 10 Wellington, Gatineau, Quebec K1A 0M5

Telephone: 819-858-8997

E-mail address: alain.papineau@tpsgc-pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

##### **7.5.2 Project Authority**

The Project Authority for the Contract is:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

E-mail address: \_\_\_\_\_

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority; however, the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

##### **7.5.3 Contractor's Representative**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Solicitation No. - N° de l'invitation  
EN891-182629/B  
Client Ref. No. - N° de réf. du client  
EN891-182629

Amd. No. - N° de la modif.  
File No. - N° du dossier  
404ZGEN891-182629/A

Buyer ID - Id de l'acheteur  
404ZG  
CCC No./N° CCC - FMS

Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_  
Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_  
E-mail address: \_\_\_\_\_

## **7.6 Payment**

### **7.6.1 Basis of Payment**

#### **7.6.1.1 Limitation of Expenditures**

The Contractor will be paid for its costs reasonably and properly incurred in the performance of the Work in accordance with the Basis of Payment in Annex B to a limitation of expenditure of \$\_\_\_\_\_. Customs duty are included and Applicable Taxes are extra.

#### **7.6.2 Canada's Total Liability**

- A. Canada's total liability to the Contractor under the Contract must not exceed \$ \_\_\_\_\_ Customs duties are included, and Applicable Taxes are extra.
- B. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
1. when it is 75 percent committed, or
  2. four (4) months before the Contract expiry date, or
  3. As soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,
- whichever comes first.
- C. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

#### **7.6.3 Method of Payment**

SACC Manual Clause H1008C (2008-05-12), Monthly Payment

#### **7.6.4 SACC Manual Clauses**

A9117C (2007-11-30), T1204 – Direct Request by Customer Department  
C0305C (2014-06-26), Cost Submission – Limitation of Expenditure or Ceiling Price

#### **7.6.5 Electronic Payment of Invoices - Contract**

The Contractor accepts to be paid using any of the following Electronic Payment Instruments:

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

#### **7.6.6 Discretionary Audit**

C0705C (2010-01-11), Discretionary Audit

#### **7.7 Invoicing Instructions**

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.  
Each invoice must be supported by:
  - a. a copy of the release document and any other documents as specified in the Contract; and
  - b. a copy of the invoices, receipts, vouchers for all direct expenses,
2. Invoices must be distributed as follows:
  - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment; and
  - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

#### **7.8 Certifications and Additional Information**

##### **7.8.1 Compliance**

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

##### **7.8.2 Federal Contractors Program for Employment Equity - Default by the Contractor**

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid List" available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>). The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.



### **7.8.3 Canadian Content Certification**

SACC Manual clause A3060C (2008-05-12) Canadian Content Certification

### **7.9 Applicable Laws**

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in \_\_\_\_\_.

### **7.10 Priority of Documents**

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the supplemental general conditions 4008 (2008-12-12);
- (c) the general conditions 2035 (2018-06-21 ), General Conditions - Higher Complexity - Services;
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment ;
- (f) Annex C, Security Requirements Check List;
- (g) the Contractor's bid dated \_\_\_\_\_.

### **7.11 Foreign Nationals**

SACC Manual clause A2000C (2006-06-16), Foreign Nationals (Canadian Contractor)

### **7.12 Insurance**

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

### **7.13 Additional Clauses**

SACC Manual clause A9122C (2008-05-12), Protection and Security of Data Stored in Databases.

## ANNEX A STATEMENT OF WORK

### 1.0 OVERVIEW

#### 1.1 Introduction and Background

As the Receiver General for Canada (RG), the Minister of Public Services and Procurement Canada (PSPC) manages the operations of the federal treasury, including the receipt and disbursement of federal money into and out of the Consolidated Revenue Fund (CRF). PSPC consolidates the management of the government's payments so as to achieve the most competitive rates for services available from Canada's financial institutions (FIs). Although the RG collects remittances through many arrangements, the requirements described within this Statement of Work (SOW) are only for Canada Revenue Agency (CRA) cheque deposits made at participating Tax Centres and are not to replace any other form of remittances made to the RG, such as non-CRA cheques; credit or debit cards; pre-authorized debits; and paper or electronic bill payments. Currently, the CRA is accepting cheques through the mail, or at drop-boxes at their Tax Centres across Canada on a daily basis. CRA accepted approximately 6.4 million cheques valuing \$40.0 billion at all their Tax Centres for the period between April 1, 2017 and March 31, 2018. These cheques were formerly deposited through an arrangement for the exchange and deposit of physical items. Going forward however, the CRA will be pursuing a model in which cheque images are exchanged for deposit rather than physical items. Please note that cheques processed at the Sudbury and Winnipeg Tax Centres will be managed under this contract, while the intention is that those processed at the Prince Edward Island and Jonquiere Tax Centres will be processed through a separate arrangement (please see the "Optional Service – Physical Cheque Deposits" section (2.8) for additional information).

#### 1.2 Objective

The Contractor will be required to facilitate the deposit of Canadian dollar denominated cheques received at the CRA Sudbury and Winnipeg Tax Centres. These deposits will be initiated through the exchange of Image Files (X9).

#### 1.3 Definitions

Please refer to *Annex A, Appendix 1 - Definitions* for the definitions that are used throughout this document.

#### 1.4 Statistical Information

Historical value and volume statistics for CRA cheque deposits and chargebacks are provided in *Annex A, Appendix 6 – Historical CRA Deposit Facility Activity*.

Historical values for daily settlements to the Bank of Canada have also been included in *Annex A, Appendix 7 – Historical Settlement Values* in order to provide a representation of the types of values that the Contractor may expect to remit to the Bank of Canada on a daily basis. The difference between these values and those that are presented in Annex A, Appendix 6, is that they are transfer values net of any chargebacks/adjustments.

In addition, value and volume forecasts are provided in *Annex A, Appendix 8 – CRA Deposit Facility Volume and Value Forecasts for 2019 to 2025*. Although great care has been made to accurately predict the future volumes, there is no guarantee that these predictions will materialize. All statistics are estimated in good faith for informational purposes only and must not be construed to represent the amount that the Government of Canada will process through the CRA Deposit Facility service.

## **1.5 Rules and Standards**

The rules and standards for cheque imaging within Canada are administered by Payments Canada.

The Contractor must ensure that all Payments Canada rules and standards that are applicable to the Government of Canada are respected. This includes, at a minimum, the following rules and standards:

- Rule A4 - Returned and Redirected Items
- Rule A10 - Image Rule
- Standard 013 - Return Replacement Document Design Standard
- Standard 014 - Clearing Replacement Document Design Standard
- Standard 015 - Companion Document to the ANSI X9.100-187-2008 "Specifications for Electronic Exchange of Check and Image Data - Domestic"
- Standard 018 - Payment Item Information Security Standard

The complete set of Payments Canada rules and standards can be found at the following web address:

<http://www.payments.ca/about-us/our-systems-and-rules/retail-system/rules-and-standards>

## **2.0 DETAILED SERVICE REQUIREMENTS**

### **2.1 General Business Requirements**

The Contractor must provide the following services:

- i. Manage the processing of items received via the exchange of image files as described in the "Image File Deposits" Section (2.3)
- ii. Same business day remittance of value to the Concentrator Account, and same day settlement to the RG's account at the Bank of Canada (BoC) in accordance with the "Settlement" section (2.5).
- iii. Next business day reporting of account activity (bank statement) to the RG in accordance with the "Reporting Requirements" Section (3.0).
- iv. Managing post-deposit activities (i.e. chargebacks and adjustments) in accordance with the "Adjustments" Section (2.4).
- v. Response to enquiries from CRA or the RG relating to CRA Deposit Facilities in accordance with the "Traces and Enquiries" section (2.7).
- vi. Have the ability to perform the activities listed in the "Optional Service – Physical Cheque Deposits" section (2.8), should these services be requested by the RG.

### **2.2 Opening of Concentrator Account**

The Contractor must open a Concentrator Account in Canada (or one concentrator account per Tax Centre), in the name of "The Receiver General for Canada – Canada Revenue Agency".

Sub-Accounts may also be utilized by the Contractor should it facilitate adherence to the requirements stated within this Statement of Work. Such accounts would however not be in the name of the Receiver General.

## **2.3 Image File Deposits**

To support the processing of items made via the exchange of Image Captured Payment (ICP) Files, the Contractor must:

- i. Provide batch ticket forms to the CRA Tax Centres, pre-printed with the Contractor's applicable Transit Number, or otherwise as required. These batch ticket forms must come MICR encoded with the Contractor routing information. The batch ticket forms will be used by the CRA in the production of their ICP files.
- ii. Accept ICP Files (as per the "ICP Files" Section (2.3.1)) from participating Tax Centres for the purpose of deposit.
- iii. Enable secure exchange of ICP files in accordance with the "Exchange of ICP Files" Section (2.3.2)

### **2.3.1 ICP Files**

The CRA will produce each business day ICP files between the hours of 7:00 EDT and 14:00 EDT containing ICP items processed that day (or post-dated cheques that are now encashable). Each ICP file created by the CRA will be produced in accordance with the current Payments Canada file layout standard which is the ANSI X9.100-187-2008 file layout (refer to Payments Canada Standard 015). The day on which an ICP File has been provided by the CRA shall be known as the Presentation date.

The Contractor must:

- i. Validate the format and completeness of an ICP file at both the file level and the item level and put in place a mutually agreeable notification process whereby the CRA is notified immediately (no later than 30 minutes after receipt on a best efforts basis) should a file have integrity issues.
- ii. Have the automated capability of verifying the image quality and image usability.
- iii. Store all images received on accepted ICP files in an image archive. Images must be available for trace purposes for a minimum of 7 years from the date of deposit.

### **2.3.2 Exchange of ICP Files**

The Contractor must support the exchange of daily ICP files by:

- i. Ensuring that all data transmitted by the CRA, and all data received via transmission from the Contractor (if any), occurs in a secured environment approved by the CRA. The CRA's preferred method of secure transmission of ICP files has been included for information purposes in *Annex A, Appendix 10 – ICP File Exchange*.
- ii. The Contractor must ensure that the transmission of all data is protected to prevent incomplete transmission, misrouting, unauthorized message alteration, unauthorized disclosure, or unauthorized message duplication.
- iii. Providing an acknowledgment of ICP file receipt to the CRA in a CRA approved manner.

- iv. Where an ICP file is rejected, the Contractor must provide a notice of the file rejection to the CRA in a CRA approved method (e.g. email, telephone, etc.) within 30 minutes of the file being rejected.

Please note that the CRA will send several files from each participating Tax Centre throughout the day.

## **2.4 Adjustments**

### **2.4.1 Chargebacks**

In processing chargebacks, the Contractor must:

- i. Make chargebacks available to CRA via secured means in a CRA approved method (i.e. chargeback images via secure transmission, chargeback data file containing all information that CRA requires to reconcile, etc.);
- ii. Debit the Concentrator Account for all chargebacks using the applicable authorization number (or CRA/RG approved equivalent) on the same day that the items are delivered to CRA.

### **2.4.2 Contractor Initiated Adjustments**

All other adjustments shall be posted to the Concentrator Account using the same authorization number (or CRA/RG approved equivalent) as the original deposit from which the discrepancy was identified.

In processing these adjustments, the Contractor must:

- i. Prepare the appropriate debit/credit advice for any discrepancies, including the original authorization number;
- ii. Prepare and transmit supporting documentation (in a CRA approved format) including the date of the adjustment; credit/debit adjustment amount; reason for the adjustment; as well as the date of the original deposit;
- iii. Debit/credit the Concentrator Account, using the applicable authorization number for each debit/credit advice the day those items are delivered to CRA.

The Contractor must post all adjustments separately to the appropriate authorization number. The original incorrect entry must be reversed and a correct entry must be made. The Contractor, on the same day as the Concentrator Account posting, must forward documentation to substantiate the adjustment to the CRA.

## **2.5 Settlement**

The Contractor must transfer funds to the RG's account at the BoC on the same day the ICP File is received. The Contractor must either post a separate deposit for each ICP File received; or alternatively a single daily deposit per Tax Centre would also be accepted. The day on which the funds are transferred to the BoC will be known as the settlement date. Float interest will be applicable in situations where the settlement date is later than the presentation date, and will be calculated in accordance with the "Float" Section (2.6). The Contractor must initiate and send to the BoC before 15:00 EDT a LVTS payment message MT103 in favour of the RG containing the total of all daily deposits. The required MT103 formatting can be found in *Annex A, Appendix 5 – Bank of Canada LVTS Formatting Requirements*.

## **2.6 Float**

The Contractor must pay float interest to the RG on any funds where the settlement date is later than the presentation date. This float interest will be calculated in accordance with the rate specified in the Memorandum of Understanding (MOU) negotiated between the direct clearing FIs and the Government of Canada. This rate is currently calculated as the bank rate (as per the Bank of Canada) less one quarter of one percent (0.25%), although the rate is subject to change.

Despite the fact that a float mechanism exists, the Contractor should abide by the settlement timing requirements listed in the "Settlement" Section (2.5). The payment of float charges by the Contractor is expected to be due to unforeseen or unpreventable events, and not the result of the Contractor making the decision to hold funds overnight.

## **2.7 Traces and Enquiries**

### **2.7.1 Image Requests from CRA**

For tracing purposes, the Contractor must provide within ten (10) working days copies of cheques (both front and back) upon written request from a representative of CRA. Images must be available for trace purposes for a minimum of 7 years after the date of deposit. Please note that such image requests will be on an exception basis due to the fact that the CRA stores their own cheque images.

### **2.7.2 RG Enquiries**

The Contractor must make every effort to resolve any enquiries and/or to provide clarification of a remittance within five (5) business days when requested by the RG. Upon failure to resolve an enquiry within five (5) business days, the RG may escalate the enquiry within the Contractor's organization. All trace requests from the RG will include a PSPC Original Trace Number; this number must be referenced in all responses.

## **2.8 Optional Service – Physical Cheque Deposits**

The service described in this Section (2.8) is an optional service that is being requested by the RG. Should it be required, provision of this service would only be enacted by the RG through a formal contract amendment. It will be considered as a minor part of the evaluation for this bid given the low probability that this optional service will be pursued by the RG.

The RG is currently exploring alternate solutions for the deposit of cheques received at two CRA Tax Centres that do not have the capability of creating ICP Files; the Prince Edward Island Tax Centre and the Jonquiere Tax Centre (see *Annex A, Appendix 9 – CRA Tax Centres* for details on these two Tax Centres). The intention would be to leverage Remote Deposit Capture (RDC) functionality available in a separate contract; however should this not be feasible, the RG would request the optional service outlined in this Section (2.8) for the purpose of enabling the physical deposit of cheques from these two Tax Centres. Should the RG enact this Optional Service through a formal contract amendment, the Contractor would be required to:

- i. Provide batch ticket forms to the CRA Tax Centres, pre-printed with the Contractor's applicable Transit Number, or otherwise as required. These batch ticket forms must come MICR encoded with the Contractor routing information.
- ii. Provide an adequate, steady supply (upon request by the CRA) of deposit forms to the Tax Centres accepting physical cheque deposits as listed in *Annex A, Appendix 9 – CRA Tax Centres*. The first instalment of these deposit forms must be received

at least 10 business days prior to the implementation of this service. A unique RG authorization number will be assigned to each Tax Centre by the RG Cash Management Operations Division (CMO) and will be provided to the Contractor prior to implementation. These RG authorization numbers must be pre-printed on the deposit forms of each respective Tax Centre. These deposit forms will accompany all physical deposits.

- iii. Provide an adequate supply (as determined by the CRA) of traceable tamper evident plastic deposit bags and/or canvas deposit bags for the Tax Centres that will be exchanging physical cheques for the purpose of deposit.
- iv. Accept physical cheques at predetermined locations for the purpose of deposit. The CRA will be responsible for arranging for the transportation of cheques to the Contractor defined processing centres. The Contractor must ensure that all cheque deposits received are contained in a secure, traceable, bag with the security seal intact. The seal is to be removed only by an authorized representative of the Contractor who is accepting the deposit. The Contractor must contact CRA Headquarters should the seal be broken upon receipt at the Contractor's clearing centre.
- v. Accept CRA physical deposits from the Tax Centres that may contain all or some of the following types of items:
  - A deposit form and the applicable batch ticket form;
  - An itemized encoding tape and a recap tape and/or an itemized computer-generated listing summarizing batches and recap details depending on the facilities of the depositing Tax Centre;
  - MICR amount encoded cheques in Canadian funds drawn on Canadian financial institutions. Cheque batch sizes will vary, depending on the depositing Tax Centre involved, up to a maximum of 250 cheques per batch.
- vi. Participating CRA Tax Centres will provide the Contractor by 14:00 EDT with a daily deposit summary which will summarize and provide a total of all of the physical deposits successfully transmitted that day. The Contractor must then credit the Concentrator Account with same day value for the deposit total as listed on the daily deposit summary using the appropriate authorization numbers associated with the Tax Centre from where it was received.
  - a. The Contractor will obtain a daily deposit summary from both CRA Tax Centres participating in physical deposits for one or more regular daily deposits each business day. If the Contractor does not receive such notification before 14:00 EDT, the Contractor must call the CRA Headquarters immediately (no later than 14:05 EDT) to resolve the situation.
  - b. The date on which the deposit and related daily deposit summary has been provided by the CRA prior to the 14:00 EDT cut-off will be known as the presentation date.

### **3.0 REPORTING REQUIREMENTS**

The Contractor must provide a daily EDI 821 electronic bank statement of the Concentrator Account to the RG by 08:00 EDT on the first business day following the concentrator date. Within the EDI 821 electronic bank statement, the Contractor must:

- i. Report each deposit individually.

- ii. Report chargebacks as described in the "Chargebacks" Section (2.4.1).
- iii. Report all other adjustments as per the amount of the debit/credit advice described in the "Contractor Initiated Adjustments" Section (2.4.2)
- iv. Ensure that the REF 02 segment is populated with the RG authorization number assigned to the Tax Centre from where the deposit originated; or provide, upon approval by the RG, an equivalent method for associating each deposit/adjustment to the appropriate Tax Centre.
- v. Ensure that distinct and appropriate financial transaction codes are provided for all deposit transactions and adjustments in the FIR01 segment.
- vi. Ensure that the BGN03 segment is populated with the date that the funds were posted to the concentrator account (concentrator date)
- vii. Ensure that the FIR07 segment is populated with day that the ICP File was received by the Contractor.

The current protocol and mappings for electronic reporting of bank statements are provided in *Annex A, Appendices 2, 3 and 4*.

#### **4.0 IMPLEMENTATION**

##### **4.1 Implementation of Service**

Implementation activities must begin after the date of contract award. These activities must include:

- i. Participation of operational/technical teams in meetings/conference calls, within 5 business days' notice upon request of the RG.
- ii. Within 10 business days of contract award (unless otherwise mutually agreed), provide a list of contacts (name, telephone number, e-mail address, fax number, and/or mailing address, where applicable) of the team leader, account manager and project manager to handle the issues associated with the administration of this Contract, as well as the second and third level escalation contacts and maximum turnaround times that can be expected. The Contractor's list of contacts of authorized personnel must include contacts for daily operations, security access issues, system/technical support for transition period and ongoing operations; and the delivery of the RG monthly invoice for services rendered.
- iii. Liaising with the CRA to finalize requirements and procedures to be followed when initiating corrections/adjustments to the concentrator account.
- iv. Within 20 business days of contract award (unless otherwise mutually agreed), the Contractor must implement the transmission mechanism to be used for the exchange of ICP Files.
- v. Compliance with the electronic configuration and testing requirement stipulated in *Annex A, Appendix 2 - Current Protocol for Electronic Reporting of Bank Statements*.
- vi. Availability to test the exchange and processing of ICP files originating from the CRA.
- vii. Availability to test electronic files related to reporting requirements in a test environment.
- viii. Once approved by the RG, moving the electronic transmission of bank statements into production.
- ix. Liaising with the BoC to finalize settlement arrangements.



## **5.0 OTHER REQUIREMENTS**

### **5.1 Contingency and Disaster Recovery**

The Contractor must have a formal Contingency and Disaster Recovery Plan in place, in the event of power shortage, fire, labour disruption or any other situation that could lead to a disruption in provision of this service. In any such situation, the Contractor must use its best efforts to continue normal communications and reporting between it, the RG, and CRA by alternate means that are mutually agreed upon between the parties.

The Contractor's disaster recovery plan must include the ability to accept physical deposits from the Tax Centres that typically exchange images.

### **5.2 Periodic Threat and Risk Assessments**

The Contractor must provide information to assist the Government of Canada in the preparation of a Statement of Sensitivity and Threat and Risk Assessment pertinent to the CRA Deposit Facility service provided should one be required.

### **5.3 Language**

The Contractor must provide services in both official languages of Canada (English and French) at the choice of the CRA. Personnel of the Contractor must provide English and French services; however, documentation such as input to rules, regulations, and procedures, can be provided in English and when available, in French.

Where the Project Authority finds the French versions of any materials listed to be unacceptable, the RG reserves the right to have its respective English versions re-translated at its own expense solely for CRA use.

The Official Languages Act and Treasury Board Secretariat (TBS) policies and publications pertaining to this act can be viewed by accessing the following websites:

<http://laws-lois.justice.gc.ca/eng/acts/O-3.01/>

<http://www.tbs-sct.gc.ca/pol/index-eng.aspx>

### **5.4 Future Business Requirements**

The manner in which the RG conducts business is subject to change over time as new delivery channels and improved technologies are developed. The financial service sector is leading similar changes, including introducing new collection services that are more timely, cost effective and convenient. The public is demanding these services and expectations are reinforced by the increasing awareness of what technology should enable. New services that are proposed will need to be presented to the Contracting Authority for review and will only be implemented by means of a formal signed amendment to the Contract, if approved. Any work performed in the absence of a formal contract amendment is done at the Contractor's own risk.

## **ANNEX A, APPENDIX 1**

### **DEFINITIONS**

---

The following definitions are applicable to this SOW and may have different meanings in other contexts.

|  |  |
|--|--|
| <u>Authorization Number</u>              | Eight-digit number assigned by the RG to identify each CRA Tax Centre.   |
| <u>Business Day:</u>                     | Any day from Monday to Friday excluding national holidays as specified by Payments Canada definitions. Regional and civic holidays are considered to be business days.   |
| <u>Chargeback:</u>                       | A deposit item which is rejected/returned by the FI it is drawn on which causes the initial credit to the Account for that item to be reversed.  |
| <u>Concentrator Account:</u>             | Account(s) established in the name of the "The Receiver General for Canada – Canada Revenue Agency", specifically for the deposit of CRA cheque images.  |
| <u>Concentrator Date:</u>                | Date the RG receives value in the Concentrator Account.  |
| <u>Float:</u>                            | Value of Government of Canada receipts in transit between the Contractor and the Bank of Canada.   |
| <u>Image Captured Payment (ICP) File</u> | A cheque image file that includes a digital image of the front and back of the cheque and the MICR line coding, which can be used for both forward items and returned items.                                   |
| <u>LVTS:</u>                             | A real-time payment transfer system that is owned and operated by the Canadian Payments Association to process large value payments and the electronic exchange of payment messages between LVTS participants. |
| <u>Presentation Date:</u>                | Date that ICP File was received by the Contractor.   |
| <u>Settlement Date:</u>                  | Date the RG receives value at the Bank of Canada.  |

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## ANNEX A, APPENDIX 2

### CURRENT PROTOCOL FOR ELECTRONIC REPORTING OF BANK STATEMENTS

---

The current protocol for electronic reporting of bank statements is via EDI ANSI X12 standard formats, as follows:

1. Transaction Sets

The following EDI Transaction Sets are exchanged between the parties:

- a. ANSI X12 Envelope Specifications (hereinafter called "Envelope");
- b. ANSI X12 821 Financial Information Reporting (hereinafter called "821");
- c. ANSI X12 997 Functional Acknowledgement (hereinafter called "997").

The Envelope and 821 mappings are attached as Appendix 3 and 4 of Annex A.

2. Data Elements for 821s

821s currently must include the following data elements:

- a. Financial Institution's Number as assigned by the Canadian Payments Association (CPA);
- b. Transit Number of the branch where the Concentrator Account is located;
- c. The Concentrator Account number being reported on;
- d. Transaction Code (Type): It is preferred that transaction codes be in accordance with the list of acceptable INTER\*EDI Transaction Codes. As a minimum, separate codes are required for:

- deposits;
- bank initiated adjustments;
- returned items (chargebacks);
- transactions associated with transfers to the Bank of Canada.

i. Unauthorized Postings

Action MUST be taken to stop unauthorized postings. Although the following transaction types are unauthorized for this Statement of Work, should they occur, as a minimum separate transaction codes are required for:

- electronic card deposits;
- Direct Deposits (DDs);
- bank initiated adjustments associated with DDs;
- wire deposits (WTs);
- bank initiated adjustments associated with WTs;
- bank initiated adjustments associated with electronic card deposits;
- returned items associated with electronic card deposits; and
- EDI 820/823 initiated deposits;
- bank initiated adjustments associated with EDI 820/823 initiated deposits;
- when appropriate (finality of payment is not requested and electronic charge backs are requested by the departmental office), returned items associated with EDI 820/823 initiated deposits;
- preauthorized debit (PAD) deposits;
- bank initiated adjustments associated with PAD deposits;
- returned items associated with PAD deposit.

- e. Transaction concentrator date;
- f. Transaction amount; and

g. RR, ZZ, PQ, IT, IX, VR, DE Reference Numbers as specified in Appendix 4 of Annex A.

3. Configuration and Test Period

Currently the RG requires contractors to:

- a. Provide at least six (6) weeks prior to the Implementation Date, all mailbox and other pertinent information for system configuration.
- b. Provide at least six (6) weeks prior to the Implementation Date, the list of mnemonic codes (along with their meanings) to be used as transaction codes (types).
- c. Provide to the RG's test mailbox, a transmission of:
  - i. General 821 test data (which has been fabricated, and agreed to with the RG) at least four (4) weeks prior to the Implementation Date and as requested by the RG thereafter; and
  - ii. Real (\$0) 821 data for the Concentrator Account on a daily basis, starting at least three (3) weeks prior to the Implementation Date and as requested by the RG thereafter.
- e. Adhere to the RG 821/152 test plan and release procedures, unless otherwise mutually agreed. The RG Test Plans and Release Procedures will be provided upon request.

4. Reporting process upon Implementation

Currently, the RG requires contractors to:

- a. Adhere to the RG Test Plan and Release Procedures unless otherwise mutually agreed. The RG Test Plans and Release Procedures will be provided upon request.
- b. Forward each banking day, in clear text, an 821 of the Concentrator Account to the RG's electronic production mailbox by no later than 8:00 a.m. Eastern Standard Time (EST), on the first banking day following the concentrator date.
- c. Accept either a positive or negative 997 from the RG in response to each 821 transmitted by the contractor, taking follow-up action should the contractor not receive a 997 following each transmission. Follow-up action MUST take place by 10:00 a.m. EST, on the same day of each 821 transmission. Follow-up action MUST consist of a telephone call to the RG.
- d. Upon receipt (ISA09 and ISA10 of the ANSI X12 envelope) of a negative 997, correct the 821 and retransmit within 2 hours from the time of such receipt.
- e. In the event of inability to report as above, upon request by the RG, provide, in lieu of an 821, either a hard copy or alternate electronic form of the data elements listed in section 2 of Appendix 2 above. The foregoing medium MUST be mutually agreed.
- f. Forward each banking day to the RG a copy of supporting documentation for any postings to the Concentrator Account not covered by this Statement of Work, to be received the same day as the 821.

5. Sender Pays Transmission Costs

The Receiver General requires contractors to pay all costs associated with the transmission of 821s. This includes sending to the Receiver General Mailbox, and receiving from the Receiver General Mailbox.

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File No. - N° du dossier  
**404ZGEN891-182629/A**

Buyer ID - Id de l'acheteur  
**404ZG**  
CCC No./N° CCC - FMS

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**ANNEX A, APPENDIX 3**  
**821/152 ENVELOPE SPECIFICATIONS**

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**821/152 Envelope Specifications**

VERSION 003010

Receiver General

Release 3.02

Solicitation No. - N° de l'invitation  
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Buyer ID - Id de l'acheteur  
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CCC No./N° CCC - FMS

## Receiver General Envelope Specifications

Interchange Control Version Number 00200

| SEG.ID | Name                        | Required | Loop     |
|--------|-----------------------------|----------|----------|
| ISA    | Interchange Control Header  | M        | 1        |
| GS     | Functional Group Header     | M        | GS 1 > 1 |
| GE     | Functional Group Trailer    | M        | GE 1 > 1 |
| IEA    | Interchange Control Trailer | M        | 1        |

(*M = mandatory*)

**Note:** Segments GS01 and GS08 have been significantly changed in this release 3.02.

### ISA

#### Interchange Control Header

Indicates the beginning of an interchange

|     |                                  |                                |                              |                           |                               |
|-----|----------------------------------|--------------------------------|------------------------------|---------------------------|-------------------------------|
| ISA | <b>ISA01 I01</b>                 | <b>ISA02 I02</b>               | <b>ISA03 I03</b>             | <b>ISA04 I04</b>          | <b>ISA05 I05</b>              |
| *   | Authorization<br>Info. Qualifier | * Authorization<br>Information | * Security<br>Info Qualifier | * Security<br>Information | * Interchange<br>ID Qualifier |
|     | <b>M ID 2/2</b>                  | <b>M AN 10/10</b>              | <b>M ID 2/2</b>              | <b>M AN 10/10</b>         | <b>M ID 2/2</b>               |
|     | <b>ISA06 I06</b>                 | <b>ISA07 I05</b>               | <b>ISA08 I07</b>             | <b>ISA09 I08</b>          | <b>ISA10 I09</b>              |
| *   | 1. Interchange                   | * Interchange<br>ID Qualifier  | * Interchange<br>Receiver ID | * Interchange<br>Date     | * Interchange<br>Time         |
|     | 2. Sender<br>ID                  | <b>M ID 2/2</b>                | <b>M ID 15/15</b>            | <b>M DT 6/6</b>           | <b>M TM 4/4</b>               |
|     | <b>M ID 15/15</b>                |                                |                              |                           |                               |

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Buyer ID - Id de l'acheteur  
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CCC No./N° CCC - FMS

|  |  |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
|--|--|--------------|------------|--|--|----------|---------------|-------------|---|--------------|------------|-------------------------------------|--|----------|---------------|---|--|--------------|------------|----------------------------------|--|----------|---------------|---|---|--------------|------------|------------------------------|--|----------|---------------|---|--|--------------|------------|-------------------|--|----------|---------------|
| *                                      | <table><tr><td><b>ISA11</b></td><td><b>I10</b></td></tr><tr><td colspan="2">Interchange<br/>Control<br/>Standards ID</td></tr><tr><td><b>M</b></td><td><b>ID 1/1</b></td></tr></table> | <b>ISA11</b> | <b>I10</b> | Interchange<br>Control<br>Standards ID |  | <b>M</b> | <b>ID 1/1</b> | *           | <table><tr><td><b>ISA12</b></td><td><b>I11</b></td></tr><tr><td colspan="2">Interchange<br/>Control<br/>Version #</td></tr><tr><td><b>M</b></td><td><b>ID 5/5</b></td></tr></table> | <b>ISA12</b> | <b>I11</b> | Interchange<br>Control<br>Version # |  | <b>M</b> | <b>ID 5/5</b> | * | <table><tr><td><b>ISA13</b></td><td><b>I12</b></td></tr><tr><td colspan="2">Interchange<br/>Control<br/>Number</td></tr><tr><td><b>M</b></td><td><b>N0 9/9</b></td></tr></table> | <b>ISA13</b> | <b>I12</b> | Interchange<br>Control<br>Number |  | <b>M</b> | <b>N0 9/9</b> | * | <table><tr><td><b>ISA14</b></td><td><b>I13</b></td></tr><tr><td colspan="2">Acknowl.<br/><b>Requested</b></td></tr><tr><td><b>M</b></td><td><b>ID 1/1</b></td></tr></table> | <b>ISA14</b> | <b>I13</b> | Acknowl.<br><b>Requested</b> |  | <b>M</b> | <b>ID 1/1</b> | * | <table><tr><td><b>ISA15</b></td><td><b>I14</b></td></tr><tr><td colspan="2">Test<br/>Indicator</td></tr><tr><td><b>M</b></td><td><b>ID 1/1</b></td></tr></table> | <b>ISA15</b> | <b>I14</b> | Test<br>Indicator |  | <b>M</b> | <b>ID 1/1</b> |
| <b>ISA11</b>                           | <b>I10</b>   |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| Interchange<br>Control<br>Standards ID |  |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| <b>M</b>                               | <b>ID 1/1</b>  |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| <b>ISA12</b>                           | <b>I11</b>   |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| Interchange<br>Control<br>Version #    |  |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| <b>M</b>                               | <b>ID 5/5</b>  |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| <b>ISA13</b>                           | <b>I12</b>   |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| Interchange<br>Control<br>Number       |  |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| <b>M</b>                               | <b>N0 9/9</b>  |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| <b>ISA14</b>                           | <b>I13</b>   |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| Acknowl.<br><b>Requested</b>           |  |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| <b>M</b>                               | <b>ID 1/1</b>  |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| <b>ISA15</b>                           | <b>I14</b>   |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| Test<br>Indicator                      |  |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| <b>M</b>                               | <b>ID 1/1</b>  |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| *                                      | <table><tr><td><b>ISA16</b></td><td><b>I15</b></td></tr><tr><td colspan="2">Sub-Element<br/>Separator</td></tr><tr><td><b>M</b></td><td><b>AN 1/1</b></td></tr></table>                | <b>ISA16</b> | <b>I15</b> | Sub-Element<br>Separator               |  | <b>M</b> | <b>AN 1/1</b> | N<br>/<br>L |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| <b>ISA16</b>                           | <b>I15</b>   |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| Sub-Element<br>Separator               |  |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |
| <b>M</b>                               | <b>AN 1/1</b>  |              |            |  |  |          |               |             |   |              |            |                                     |  |          |               |   |  |              |            |                                  |  |          |               |   |   |              |            |                              |  |          |               |   |  |              |            |                   |  |          |               |

- ISA01 Authorization Information Qualifier  
Code identifying the type of information in ISA02. Use “00” to indicate no authorization information is present.
- ISA02 Authorization Information  
Used for additional identification or authorization of the sender or data contained in the interchange. Not used
- ISA03 Security Information Qualifier  
Code identifying the type of information in ISA04. Use “00” to indicate no security information is present.
- ISA04 Security Information  
Identifies security information about the sender or data in the interchange.  
Not used.
- ISA05 Interchange ID Qualifier  
Designates the code structure used to identify the sender. Defined by the sender.  
For example, use “12” for Phone Number or “01” for DUNS.
- ISA06 Interchange Sender ID  
Published identification of the sender. Defined by the sender.
- ISA07 Interchange ID Qualifier  
Designates the code structure used to identify the receiver.  
For example, use “12” for Phone Number or “01” for DUNS.
- ISA08 Interchange Receiver ID  
To be provided by the Receiver General (RG) in accordance with the Receiver General Test Plan and Release Procedures.
- ISA09 Interchange Date  
Date the interchange was created. Format must be “YYMMDD”.
- ISA10 Interchange Time  
Time the interchange was created. Format must be “HHMM”.

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- ISA11 Interchange Control Standards ID  
Code designating the standards body. Use **"U"**.
- ISA12 Interchange Control Version Number  
Version number of the interchange control segments. Use **"00200"**.
- ISA13 Interchange Control Number  
Unique identifier for the interchange. Created by the sender and must be the same as IEA02.
- ISA14 Acknowledgement Requested  
Code indicating whether or not an acknowledgement is requested by the sender.  
Receiver General will disregard.
- ISA15 Test Indicator  
Code indicating whether the interchange contains test or production data.  
Use either **"P" for production** or **"T" for test**.
- ISA16 Sub-element Separator  
Separating character for data element subgroups.  
Receiver General will disregard.

## GS

### Functional Group Header

Indicates the beginning of a functional group of documents

|                             |  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
|-----------------------------|--|-------------|------------|----------------------|---|-----------------|--|---|-------------|------------|---------------------------|---|------------------|--|---|-------------|------------|-----------------------------|-------|------------------|--|--|-------------|-----------|------------|---|-----------------|--|--|-------------|-----------|------------|---|-----------------|--|
| GS                          | <table><tr><td><b>GS01</b></td><td><b>479</b></td></tr><tr><td>Functional ID Code</td><td>*</td></tr><tr><td><b>M ID 2/2</b></td><td></td></tr></table>  | <b>GS01</b> | <b>479</b> | Functional ID Code   | * | <b>M ID 2/2</b> |  | <table><tr><td><b>GS02</b></td><td><b>142</b></td></tr><tr><td>Application Sender's Code</td><td>*</td></tr><tr><td><b>M AN 2/12</b></td><td></td></tr></table> | <b>GS02</b> | <b>142</b> | Application Sender's Code | * | <b>M AN 2/12</b> |  | <table><tr><td><b>GS03</b></td><td><b>124</b></td></tr><tr><td>Application Recv's Code</td><td>*</td></tr><tr><td><b>M AN 2/12</b></td><td></td></tr></table>         | <b>GS03</b> | <b>124</b> | Application Recv's Code     | *     | <b>M AN 2/12</b> |  | <table><tr><td><b>GS04</b></td><td><b>29</b></td></tr><tr><td>Group Date</td><td>*</td></tr><tr><td><b>M DT 6/6</b></td><td></td></tr></table> | <b>GS04</b> | <b>29</b> | Group Date | * | <b>M DT 6/6</b> |  | <table><tr><td><b>GS05</b></td><td><b>30</b></td></tr><tr><td>Group Time</td><td>*</td></tr><tr><td><b>M TM 4/4</b></td><td></td></tr></table> | <b>GS05</b> | <b>30</b> | Group Time | * | <b>M TM 4/4</b> |  |
| <b>GS01</b>                 | <b>479</b>   |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| Functional ID Code          | *  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| <b>M ID 2/2</b>             |  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| <b>GS02</b>                 | <b>142</b>   |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| Application Sender's Code   | *  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| <b>M AN 2/12</b>            |  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| <b>GS03</b>                 | <b>124</b>   |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| Application Recv's Code     | *  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| <b>M AN 2/12</b>            |  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| <b>GS04</b>                 | <b>29</b>  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| Group Date                  | *  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| <b>M DT 6/6</b>             |  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| <b>GS05</b>                 | <b>30</b>  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| Group Time                  | *  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| <b>M TM 4/4</b>             |  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
|                             | <table><tr><td><b>GS06</b></td><td><b>28</b></td></tr><tr><td>Group Control Number</td><td>*</td></tr><tr><td><b>M N0 1/9</b></td><td></td></tr></table> | <b>GS06</b> | <b>28</b>  | Group Control Number | * | <b>M N0 1/9</b> |  | <table><tr><td><b>GS07</b></td><td><b>455</b></td></tr><tr><td>Responsible Agency Code</td><td>*</td></tr><tr><td><b>M ID ½</b></td><td></td></tr></table>      | <b>GS07</b> | <b>455</b> | Responsible Agency Code   | * | <b>M ID ½</b>    |  | <table><tr><td><b>GS08</b></td><td><b>480</b></td></tr><tr><td>Version/Release IND. ID Cd.</td><td>N / L</td></tr><tr><td><b>M ID 1/12</b></td><td></td></tr></table> | <b>GS08</b> | <b>480</b> | Version/Release IND. ID Cd. | N / L | <b>M ID 1/12</b> |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| <b>GS06</b>                 | <b>28</b>  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| Group Control Number        | *  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| <b>M N0 1/9</b>             |  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| <b>GS07</b>                 | <b>455</b>   |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| Responsible Agency Code     | *  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| <b>M ID ½</b>               |  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| <b>GS08</b>                 | <b>480</b>   |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| Version/Release IND. ID Cd. | N / L  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |
| <b>M ID 1/12</b>            |  |             |            |                      |   |                 |  |   |             |            |                           |   |                  |  |   |             |            |                             |       |                  |  |  |             |           |            |   |                 |  |  |             |           |            |   |                 |  |

- GS01 Functional ID Code  
Code identifying a group of application related transaction sets. Transaction sets and codes acceptable to the RG include:

| Transaction Set | Code |
|-----------------|------|
| 821             | FR   |



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**404ZG**  
CCC No./N° CCC - FMS

|     |    |
|-----|----|
| 152 | GR |
| 820 | RA |
| 823 | LB |

- GS02 Application Sender's Code  
Code identifying the sender of the functional group.
- GS03 Application Receiver's Code  
Code identifying the receiver of the functional group. Use "**RECGEN**".
- GS04 Group Date  
Date the group was created. Format must be "**YYMMDD**".
- GS05 Group Time  
Time the group was created. Format must be "**HHMM**".
- GS06 Group Control Number  
Unique identifier of the group. Created by the sender and must be the same value as GE02.
- GS07 Responsible Agency Code  
Code identifying the standards agency used for this group. Value should be "**X**".
- GS08 Version /Release /Industry Identifier Code  
Receiver General's standard versions. Later versions may be supported if mutually agreed with the industry.

| Transaction Set | Version  |
|-----------------|----------|
| 821, 820        | "003010" |
| 152, 823, 820   | "003030" |

## GE

### Functional Group Trailer

Indicates the end of a functional group of documents

|                         |   |             |           |                         |  |          |               |   |             |           |                         |  |          |               |             |
|-------------------------|---|-------------|-----------|-------------------------|--|----------|---------------|---|-------------|-----------|-------------------------|--|----------|---------------|-------------|
| GE                      | <table><tr><td><b>GE01</b></td><td><b>97</b></td></tr><tr><td>Number of<br/>Incl. Sets</td><td></td></tr><tr><td><b>M</b></td><td><b>N0 1/6</b></td></tr></table> | <b>GE01</b> | <b>97</b> | Number of<br>Incl. Sets |  | <b>M</b> | <b>N0 1/6</b> | <table><tr><td><b>GE02</b></td><td><b>28</b></td></tr><tr><td>Group Control<br/>Number</td><td></td></tr><tr><td><b>M</b></td><td><b>N0 1/9</b></td></tr></table> | <b>GE02</b> | <b>28</b> | Group Control<br>Number |  | <b>M</b> | <b>N0 1/9</b> | N<br>/<br>L |
| <b>GE01</b>             | <b>97</b>   |             |           |                         |  |          |               |   |             |           |                         |  |          |               |             |
| Number of<br>Incl. Sets |   |             |           |                         |  |          |               |   |             |           |                         |  |          |               |             |
| <b>M</b>                | <b>N0 1/6</b>   |             |           |                         |  |          |               |   |             |           |                         |  |          |               |             |
| <b>GE02</b>             | <b>28</b>   |             |           |                         |  |          |               |   |             |           |                         |  |          |               |             |
| Group Control<br>Number |   |             |           |                         |  |          |               |   |             |           |                         |  |          |               |             |
| <b>M</b>                | <b>N0 1/9</b>   |             |           |                         |  |          |               |   |             |           |                         |  |          |               |             |

- GE01 Number of Transaction Sets  
Value must equal the number of transaction sets included in this functional group.
- GE02 Group Control Number

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Must be the same value as GS06.

**IEA**

**Interchange Control Trailer**

Indicates the end of an interchange

|                               |   |              |            |                               |  |          |               |   |              |            |                       |  |          |               |             |
|-------------------------------|---|--------------|------------|-------------------------------|--|----------|---------------|---|--------------|------------|-----------------------|--|----------|---------------|-------------|
| IEA                           | <table><tr><td><b>IEA01</b></td><td><b>I16</b></td></tr><tr><td colspan="2">* Number of Incl. F. Groups *</td></tr><tr><td><b>M</b></td><td><b>N0 1/5</b></td></tr></table> | <b>IEA01</b> | <b>I16</b> | * Number of Incl. F. Groups * |  | <b>M</b> | <b>N0 1/5</b> | <table><tr><td><b>IEA02</b></td><td><b>I12</b></td></tr><tr><td colspan="2">Interchange Control #</td></tr><tr><td><b>M</b></td><td><b>N0 9/9</b></td></tr></table> | <b>IEA02</b> | <b>I12</b> | Interchange Control # |  | <b>M</b> | <b>N0 9/9</b> | N<br>/<br>L |
| <b>IEA01</b>                  | <b>I16</b>  |              |            |                               |  |          |               |   |              |            |                       |  |          |               |             |
| * Number of Incl. F. Groups * |   |              |            |                               |  |          |               |   |              |            |                       |  |          |               |             |
| <b>M</b>                      | <b>N0 1/5</b>   |              |            |                               |  |          |               |   |              |            |                       |  |          |               |             |
| <b>IEA02</b>                  | <b>I12</b>  |              |            |                               |  |          |               |   |              |            |                       |  |          |               |             |
| Interchange Control #         |   |              |            |                               |  |          |               |   |              |            |                       |  |          |               |             |
| <b>M</b>                      | <b>N0 9/9</b>   |              |            |                               |  |          |               |   |              |            |                       |  |          |               |             |

IEA01      Number of Included Functional Groups  
Value must equal the number of functional groups contained in the interchange.

IEA02      Interchange Control Number  
Unique identifier for the interchange. Must be the same as ISA13.

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Buyer ID - Id de l'acheteur  
**404ZG**  
CCC No./N° CCC - FMS

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**ANNEX A, APPENDIX 4**  
**821 MAPPING**

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**821 MAPPING**

**VERSION 003010**

(Receiver General Financial Information Reporting)

***Release 2.12***

Solicitation No. - N° de l'invitation  
**EN891-182629/B**  
 Client Ref. No. - N° de réf. du client  
**EN891-182629**

Amd. No. - N° de la modif.  
 File No. - N° du dossier  
**404ZGEN891-182629/A**

Buyer ID - Id de l'acheteur  
**404ZG**  
 CCC No./N° CCC - FMS

## 821 Financial Information Reporting (X.12 version 3010)

### Receiver General for Canada (*release 2.12*)

Upon mutual agreement with the industry, the Receiver General (RG) will support and supply mapping documents for versions above 3010.

**Table 1**

| SEG.<br>ID | Name                     | ANSI<br>Req. | Max | R.G.<br>Req | Min | Max | Loop             |
|------------|--------------------------|--------------|-----|-------------|-----|-----|------------------|
| <b>ST</b>  | Transaction set header   | M            | 1   | M           | 1   | 1   |                  |
| <b>BGN</b> | Beginning segment        | M            | 1   | M           | 1   | 1   |                  |
| <b>N1</b>  | Name (forwarder of info) | M            | 1   | M           | 1   | 1   | <b>N1/1</b>      |
| <b>PER</b> | Admin Comm. Contact      | O            | >1  | O           |     | >1  |                  |
| <b>N1</b>  | Name (Receiver of info)  | M            | 1   | M           | 1   | 1   | <b>N1/&gt;1</b>  |
| <b>PER</b> | Admin Comm. Contact      | O            | >1  | O           |     | >1  |                  |
| <b>ACT</b> | Account Identification   | O            | 1   | M           | 1   | 1   | <b>ACT/1</b>     |
| <b>CUR</b> | Currency                 | O            | 1   | O           |     | 1   |                  |
| <b>BAL</b> | Balance details          | O            | >1  | M           | 1   | >1  |                  |
| <b>FIR</b> | Financial information    | O            | 1   | O           | 1   | 1   | <b>FIR/&gt;1</b> |
| <b>REF</b> | Reference numbers        | O            | >1  | C           | 0   | 2   |                  |
| <b>SE</b>  | Transaction set trailer  | M            | 1   | M           | 1   | 1   |                  |

(*M = mandatory; O = optional; C = conditional*)

#### Notes:

1. N1 (preferred first occurrence) is the forwarder of the 821
2. N1 (preferred second occurrence) is the receiver of the 821 (the Receiver General)

## Segments and data elements

### ST

#### Transaction set header

Indicates the beginning of the transaction set

|    |                      |                            |          |
|----|----------------------|----------------------------|----------|
| ST | ST01 143             | ST02 329                   |          |
| *  | Trans Set<br>ID Code | * Trans Set<br>Control No. | N<br>/ L |
|    | M ID 3/3             | M AN 4/9                   |          |

ST01 - Transaction set identifier code  
 Mandatory element with the value of "821"

ST02 - Transaction set control number  
 This control number is used to uniquely identify each document sent between trading partners. It is suggested that this number be incremented by one greater than the previous transaction.

### BGN

#### Beginning segment

To indicate the beginning of a transaction set.

|     |                              |                       |           |           |          |
|-----|------------------------------|-----------------------|-----------|-----------|----------|
| BGN | BGN01 353                    | BGN02 127             | BGN03 373 | BGN04 337 |          |
| *   | Trans Set<br>Purpose<br>Code | * Reference<br>Number | * Date    | * Time    | *        |
|     | M ID 2/2                     | M AN 1/30             | M DT 6/6  | O TM 4/4  |          |
|     | BGN05 623                    |                       |           |           |          |
|     | Time Zone<br>Qualifier       |                       |           |           | N<br>/ L |
|     | O ID 2/2                     |                       |           |           |          |

BGN01 - Code identifying purpose of transaction set.  
 Mandatory element with the value of "00" indicating income tax withholdings, installments or arrears or "22" indicating all other financial reporting.  
 Mandatory element for EDI standard but not used by RG.

BGN02 - Uniquely identifies the transaction set.  
 This number will be comprised of two components:

1. Four digit CPA Financial Institution (FI) ID indicating the originating FI
2. A combination of up to 26 digits, letters and or spaces that uniquely identifies the transaction.

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Buyer ID - Id de l'acheteur  
**404ZG**  
 CCC No./N° CCC - FMS

BGN03 - Identifies the Banking Day when the account balance was noted.  
 (YYMMDD).

BGN04 - BGN05  
 Not used.

**N1**  
**NAME (preferred the 1<sup>st</sup> occurrence)**

The first occurrence of the N1 segment identifies the Forwarder of the financial information.

|                    |  |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
|--------------------|--|------|----|-----------------|--|------|-----|--|------|----|------|--|------|------|---|------|----|--------------------|--|------|-----|---|------|----|---------|--|------|------|
| N1                 | <table><tr><td>N101</td><td>98</td></tr><tr><td>Entity ID Code.</td><td></td></tr><tr><td>M ID</td><td>2/2</td></tr></table> | N101 | 98 | Entity ID Code. |  | M ID | 2/2 | <table><tr><td>N102</td><td>93</td></tr><tr><td>Name</td><td></td></tr><tr><td>M AN</td><td>1/35</td></tr></table> | N102 | 93 | Name |  | M AN | 1/35 | <table><tr><td>N103</td><td>66</td></tr><tr><td>ID Code. Qualifier</td><td></td></tr><tr><td>C ID</td><td>1/2</td></tr></table> | N103 | 66 | ID Code. Qualifier |  | C ID | 1/2 | <table><tr><td>N104</td><td>67</td></tr><tr><td>ID Code</td><td></td></tr><tr><td>C ID</td><td>2/17</td></tr></table> | N104 | 67 | ID Code |  | C ID | 2/17 |
| N101               | 98   |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| Entity ID Code.    |  |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| M ID               | 2/2  |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| N102               | 93   |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| Name               |  |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| M AN               | 1/35   |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| N103               | 66   |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| ID Code. Qualifier |  |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| C ID               | 1/2  |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| N104               | 67   |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| ID Code            |  |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| C ID               | 2/17   |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
|                    | *  | *    | *  | *               |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |

N  
/

N101 - Entity ID code  
 Mandatory element with the value "FW" indicating the Forwarder.

N102 - Name  
 Name of the FI that is forwarding the information.

N103 - N104  
 Not used.

**N1**  
**NAME (preferred the 2<sup>nd</sup> occurrence)**

The second occurrence of the N1 segment identifies the Receiver of the financial information.

|                    |  |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
|--------------------|--|------|----|-----------------|--|------|-----|--|------|----|------|--|------|------|---|------|----|--------------------|--|------|-----|---|------|----|---------|--|------|------|
| N1                 | <table><tr><td>N101</td><td>98</td></tr><tr><td>Entity ID Code.</td><td></td></tr><tr><td>M ID</td><td>2/2</td></tr></table> | N101 | 98 | Entity ID Code. |  | M ID | 2/2 | <table><tr><td>N102</td><td>93</td></tr><tr><td>Name</td><td></td></tr><tr><td>M AN</td><td>1/35</td></tr></table> | N102 | 93 | Name |  | M AN | 1/35 | <table><tr><td>N103</td><td>66</td></tr><tr><td>ID Code. Qualifier</td><td></td></tr><tr><td>C ID</td><td>1/2</td></tr></table> | N103 | 66 | ID Code. Qualifier |  | C ID | 1/2 | <table><tr><td>N104</td><td>67</td></tr><tr><td>ID Code</td><td></td></tr><tr><td>C ID</td><td>2/17</td></tr></table> | N104 | 67 | ID Code |  | C ID | 2/17 |
| N101               | 98   |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| Entity ID Code.    |  |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| M ID               | 2/2  |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| N102               | 93   |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| Name               |  |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| M AN               | 1/35   |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| N103               | 66   |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| ID Code. Qualifier |  |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| C ID               | 1/2  |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| N104               | 67   |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| ID Code            |  |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
| C ID               | 2/17   |      |    |                 |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |
|                    | *  | *    | *  | *               |  |      |     |  |      |    |      |  |      |      |   |      |    |                    |  |      |     |   |      |    |         |  |      |      |

N  
/

N101 - Entity ID code  
 Mandatory element with the value "AQ" indicating the "account of (destination party)".

N102 - Name

|                               |  |
|-------------------------------|--|
| "REC GEN"                     | Deposit Facilities transactions, CRA electronic remittances. |
| "Receiver General for Canada" |  |
| "205 REC GEN"                 | For all other remittances such as Bill Payment System (BPS). |

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N103 - N104  
Not used.

**PER**  
**Administrative Communications Contact**

To identify a person or office to whom administrative communications should be directed. *RG* will disregard any data sent within this segment.

**ACT**  
**Account identification**

To specify account information.

|     |   |   |  |   |
|-----|---|---|--|---|
| ACT | <div>ACT01 508</div> <div>Account Number</div> <div>M AN 10/21</div>    | <div>ACT02 93</div> <div>Name</div> <div>O AN 1/35</div>            | <div>ACT03 66</div> <div>ID Code Qualifier</div> <div>C ID 1/2</div> | <div>ACT04 67</div> <div>ID Code</div> <div>C ID 2/17</div> |
|     | <div>ACT05 569</div> <div>Account # Qualifier</div> <div>C ID 1/3</div> | <div>ACT06 508</div> <div>Account Number</div> <div>C AN 1/35</div> | <div>ACT07 3</div> <div>Free Form Message</div> <div>O AN 1/60</div> | <div>N / L</div>  |

ACT01 - Account number  
Identifies the FI, transit and account number for which the balance *is reported*.  
The field is broken down as follows:

- CPA FI ID number char 1 - 4
- CPA Transit Number char 5 - 9
- Account Number char 10 - 21

Note: FI, transit and account number must be zero padded and right justified.

e.g.: CPA FI ID number 0001  
CPA Transit Number 9999  
RG's Account Number 1234

ACT01 = **000109999000000001234**

ACT02 - ACT07  
Not used.

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## CUR

### Currency

To specify the currency used in a transaction. *RG* will disregard any data sent within this segment.

## BAL

### Balance details

To identify the specific monetary balances associated with a particular account.

|            |  |       |     |         |  |           |  |   |        |  |       |     |            |  |      |  |   |        |   |       |     |          |  |        |  |   |         |             |
|------------|--|-------|-----|---------|--|-----------|--|---|--------|--|-------|-----|------------|--|------|--|---|--------|---|-------|-----|----------|--|--------|--|---|---------|-------------|
| BAL        | <table><tr><td>BAL01</td><td>951</td></tr><tr><td>Balance</td><td></td></tr><tr><td>Type Code</td><td></td></tr><tr><td>M</td><td>ID 1/2</td></tr></table> | BAL01 | 951 | Balance |  | Type Code |  | M | ID 1/2 | <table><tr><td>BAL02</td><td>522</td></tr><tr><td>Amt. Qual.</td><td></td></tr><tr><td>Code</td><td></td></tr><tr><td>M</td><td>ID 1/2</td></tr></table> | BAL02 | 522 | Amt. Qual. |  | Code |  | M | ID 1/2 | <table><tr><td>BAL03</td><td>782</td></tr><tr><td>Monetary</td><td></td></tr><tr><td>Amount</td><td></td></tr><tr><td>M</td><td>R2 1/15</td></tr></table> | BAL03 | 782 | Monetary |  | Amount |  | M | R2 1/15 | N<br>/<br>L |
| BAL01      | 951  |       |     |         |  |           |  |   |        |  |       |     |            |  |      |  |   |        |   |       |     |          |  |        |  |   |         |             |
| Balance    |  |       |     |         |  |           |  |   |        |  |       |     |            |  |      |  |   |        |   |       |     |          |  |        |  |   |         |             |
| Type Code  |  |       |     |         |  |           |  |   |        |  |       |     |            |  |      |  |   |        |   |       |     |          |  |        |  |   |         |             |
| M          | ID 1/2   |       |     |         |  |           |  |   |        |  |       |     |            |  |      |  |   |        |   |       |     |          |  |        |  |   |         |             |
| BAL02      | 522  |       |     |         |  |           |  |   |        |  |       |     |            |  |      |  |   |        |   |       |     |          |  |        |  |   |         |             |
| Amt. Qual. |  |       |     |         |  |           |  |   |        |  |       |     |            |  |      |  |   |        |   |       |     |          |  |        |  |   |         |             |
| Code       |  |       |     |         |  |           |  |   |        |  |       |     |            |  |      |  |   |        |   |       |     |          |  |        |  |   |         |             |
| M          | ID 1/2   |       |     |         |  |           |  |   |        |  |       |     |            |  |      |  |   |        |   |       |     |          |  |        |  |   |         |             |
| BAL03      | 782  |       |     |         |  |           |  |   |        |  |       |     |            |  |      |  |   |        |   |       |     |          |  |        |  |   |         |             |
| Monetary   |  |       |     |         |  |           |  |   |        |  |       |     |            |  |      |  |   |        |   |       |     |          |  |        |  |   |         |             |
| Amount     |  |       |     |         |  |           |  |   |        |  |       |     |            |  |      |  |   |        |   |       |     |          |  |        |  |   |         |             |
| M          | R2 1/15  |       |     |         |  |           |  |   |        |  |       |     |            |  |      |  |   |        |   |       |     |          |  |        |  |   |         |             |
| *          |  | *     |     | *       |  |           |  |   |        |  |       |     |            |  |      |  |   |        |   |       |     |          |  |        |  |   |         |             |

BAL01 - Balance type code  
"Y" for "Year-to-date" to identify up-to-date/ current balance.

BAL02 - Qualifies the amount listed in BAL03  
"IB" for "Investable Balance" (ie. available balance) or "NL" Negative Ledger Balance.

BAL03 - Qualified by the code in BAL02  
Monetary balance of the account.

## FIR

### Financial information

To summarize a number of credit or debit transactions for a given account.

|     |                   |                      |             |            |
|-----|-------------------|----------------------|-------------|------------|
| FIR | FIR01 702         | FIR02 782            | FIR03 380   | FIR04 380  |
| *   | Fin Trans<br>Code | * Monetary<br>Amount | * Quantity  | * Quantity |
|     | M ID 6/6          | M R2 1/15            | M R 1/10    | M R 1/10   |
|     | FIR05 703         | FIR06 478            | FIR07 373   | FIR08 337  |
| *   | Fin Info<br>Type  | * CR/DR Flag<br>Code | * Date      | * Time     |
|     | M ID 1/1          | M ID 1/1             | O DT 6/6    | O TM 4/4   |
|     | FIR09 623         | FIR10 100            |             |            |
| *   | Time<br>Code      | * Currency<br>Code   | N<br>/<br>L |            |



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|          |
|----------|
| O ID 2/2 |
|----------|

|          |
|----------|
| O ID 3/3 |
|----------|

- FIR01 - Identifies the type of transaction. A List of codes and definitions must be provided. Separate codes must be provided for:
- deposits (made via either Physical Deposit or via Image File);
  - bank initiated adjustments;
  - returned items (chargebacks);
  - transactions associated with transfers to the Bank of Canada.
- FIR02 - Amount of the transaction  
 Must always be positive; FIR06 will flag credit or debit.
- FIR03 - Quantity  
**Number of transactions included in the FIR02 account posting amount (deposit, etc.).**
- FIR04 - Recommend use "1".
- FIR05 - Identifies whether it is a detail or summary level of financial information.  
 Must equal "1" indicating "detail".
- FIR06 - Identifies whether FIR02 was a credit or debit to the account.  
 "C" for Credit, D for Debit.
- FIR07 - Value date of transaction (YYMMDD).
- FIR08 -FIR09  
 Not used.
- FIR10 - Currency code  
 Code for country in whose currency the charges are specified.

## REF

### Reference numbers

| REF | REF01 128                | REF02 127             | REF03 352     |             |
|-----|--------------------------|-----------------------|---------------|-------------|
| *   | Reference #<br>Qualifier | * Reference<br>Number | * Description | N<br>/<br>L |
|     | M ID 2/2                 | M AN 1/30             | C AN 1/80     |             |

The RG reconciles deposit information based on the contents of the REF segment and it is conditional on the type of data being transmitted. The only instance in which an REF segment is not required is for Transfers to the Bank of Canada. The following is a table of the requirements of each data type.

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| Type of Financial Information Reporting (821)   | M or O | REF01 1st Occurrence | REF02 1st Occurrence   | M or O | REF01 2nd Occurrence | REF02 2nd Occurrence  |
|---|--------|----------------------|--|--------|----------------------|---|
| H6 compliant 820's or 823s where BGN = "22" (deposits, bank initiated adjustments reversing a deposit)                | M      | RR or ZZ             | Unique cross reference tracer number also on the 820/823. May be variable in length. | M      | PQ                   | 8 digit CPA assigned "CCIN"   |
| (returned items where permitted, bank initiated adjustments reversing a returned item)                                | O      | IX                   | Unique tracer that may be variable in length (e.g. Customer client number)           | M      | PQ                   | 8 digit CPA assigned "CCIN"   |
| 820's or 823s, other than above, where BGN01 = "00" / "22" (deposits, bank initiated adjustments reversing a deposit) | M      | RR or ZZ             | Unique cross reference tracer number also on the 820/823. May be variable in length. | M      | IT                   | 8 digit RG authorization number   |
| (returned items where permitted, bank initiated adjustments reversing a returned item)                                | O      | IX                   | Unique tracer that may be variable in length (e.g. Customer client number)           | M      | IT                   | 8 digit RG authorization number   |
| Electronic Card Transactions where BGN01 = "22" (deposits, bank initiated adjustments reversing a deposit)            | M*     | IX                   | Unique tracer that may be variable in length (e.g. batch closure number)             | M      | VR                   | Merchant Number associated with transaction card type (may be variable in length) |
| (returned items, bank initiated adjustments reversing a returned item)  | M      | IX                   | Unique tracer that may be variable in length (e.g. Customer client number)           | M      | VR                   | Merchant Number associated with transaction card type (may be variable in length) |
| Deposit Facilities where BGN01 = "22" (deposits, bank initiated adjustments reversing a deposit)                      | M      | PB                   | 5 digit Transit Number from Originating Branch                                       | M      | IT                   | 8 digit RG authorization number   |
| (returned items, bank initiated adjustments reversing a returned item)  | M      | PB                   | 5 digit Transit Number from Originating Branch                                       | M      | IT                   | 8 digit RG authorization number   |
| Transfer to the BOC   | O      |                      |  |        |                      |   |

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|  |   |    |  |   |    |                                       |
|--|---|----|--|---|----|---------------------------------------|
| Wire transfer / <i>LVTs</i><br>(deposits, bank initiated<br>adjustments) | O | IX | Unique tracer that<br>may be variable in<br>length (e.g. SWIFT<br>#)               | M | IT | 8 digit RG<br>authorization<br>number |
| Direct Deposits<br>(deposits, bank initiated<br>adjustments)             | O | IX | Unique tracer that<br>may be variable in<br>length (e.g. Direct<br>Deposit file #) | M | IT | 8 digit RG<br>authorization<br>number |

### **Tracer numbers**

- RR A unique tracer number cross referencing an 820/823 deposit to the reporting 821.  
RR indicates that the FI is capable of supplying a financial institution routing number that is unique among Canadian FIs.
- ZZ A unique tracer number cross referencing an 820/823 deposit to the reporting 821.  
ZZ indicates a mutually agreed tracer number unique within one FI only. Length is defined by the FI.
- IX A unique tracer number to be used by departments for reconciliation of remittance data.

### **Authorization, Merchant, Transit and Corporate Creditor Identification Numbers**

Adjustments associated with the following element values must include the Tracer Number of the original deposit entry.

- IT Provides the RG with their 8 digit authorization number identifying the departmental office which must be notified of the transaction. This reference is supplied to the FI by the transaction originator. NOTE: adjustments and returned item must include the 8 digit RG authorization number of the original deposit entry.
- VR For use with Electronic Card transactions only. Provides the RG with the merchant number identifying the departmental office, which must be notified of the transaction. NOTE: all transactions, adjustments and returned items for Electronic Card transactions must include this merchant number.
- PQ For use with H6 compliant arrangements only. Provides the RG with the 8 digit CPA assigned Corporate Creditor Identification Number (CCIN). NOTE: all transactions, adjustments and returned items for H6 compliant arrangements must include this 8 digit CCIN.
- PB Provides the RG with the transit number of the branch at which the transaction was originated. Must be 5 characters in length.

**NOTE:** REF03 - Description for Card Acceptance Services.  
On the 1st occurrence: If REF01 equals to "IX" then REF03 is blank.  
On the 2nd occurrence: If REF01 equals to "VR" then REF03 must be card type "VISA, "M/C", "AMEX" or "DCARD".  
For other services - not used.

### **SE**

#### **Transaction set trailer**

Indicates the end of the transaction set.

SE

|                        |    |
|------------------------|----|
| SE01                   | 96 |
| * Number of Incl. Seg. |    |

|                         |     |
|-------------------------|-----|
| SE02                    | 329 |
| * Trans Set Control No. |     |

N  
/  
L

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M NO 1/6

M AN 4/9

SE01 - Number of included segments  
The value must equal the number of segments in the transaction set.

SE02 - Transaction set control number  
Sender defined but it must equal the transaction set control number on the ST.

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**ANNEX A, APPENDIX 5**  
**BANK OF CANADA LVTS FORMATTING REQUIREMENTS**

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| <b>SWIFT<br/>field<br/>code</b> | <b>SWIFT<br/>field name</b>                   | <b>Bank of Canada Required Information</b>   |
|---------------------------------|---|--|
| 20                              | Client Reference                              | Govt CRA   |
| 23B                             | Bank Operation<br>Code                        | CRED   |
| 32A                             | Value date,<br>Currency, Settlement<br>Amount |  |
| 50A                             | Ordering Customer                             | BIC of Contractor  |
| 57A                             | Account with<br>Institution                   | BOC BIC  |
| 59                              | Beneficiary<br>Customer                       | RG Account No. With BoC<br>Receiver General  |
| 72                              | Bank to Bank<br>Information                   | /ACC/550:revenueaccount:date:amount; <i>repeatable</i><br>or<br>/BNF/550:revenueaccount:date:amount; <i>repeatable</i><br>or<br>/REC/550:revenueaccount:date:amount; <i>repeatable</i> |

**ANNEX A, APPENDIX 6**  
**HISTORICAL CRA DEPOSIT FACILITY ACTIVITY****CRA DEPOSIT FACILITIES****CHEQUE VOLUME STATISTICS****FISCAL YEAR 2015 - 2016**

| TAXATION OFFICE         | Apr-15           | May-15           | Jun-15         | Jul-15         | Aug-15         | Sep-15         | Oct-15         | Nov-15         | Dec-15         | Jan-16         | Feb-16         | Mar-16         |
|-------------------------|------------------|------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| OTTAWA TECH CENTRE      | 564,048          | 523,196          | 597,222        | 416,665        | 370,919        | 482,740        | 329,614        | 363,736        | 459,977        | 307,854        | 339,071        | 425,157        |
| PRINCE EDWARD ISLAND TC | 45,497           | 49,268           | 24,897         | 27,296         | 22,912         | 20,496         | 21,906         | 21,943         | 18,350         | 20,362         | 22,161         | 26,526         |
| ST. JOHN'S TC           | 32,474           | 44,303           | 17,962         | 17,521         | 15,430         | 13,087         | 14,485         | 15,456         | 12,518         | 13,907         | 15,814         | 16,771         |
| JONQUIERRE TC           | 50,465           | 44,356           | 12,229         | 12,209         | 8,312          | 9,723          | 9,743          | 8,802          | 10,025         | 9,067          | 8,682          | 17,777         |
| SHAWINIGAN TC           | 94,872           | 110,066          | 35,411         | 34,853         | 24,834         | 27,544         | 29,230         | 27,218         | 27,927         | 27,938         | 25,775         | 41,202         |
| SUDBURY TC              | 97,556           | 110,534          | 57,010         | 52,761         | 46,948         | 37,860         | 42,976         | 46,143         | 38,552         | 44,482         | 50,332         | 47,599         |
| WINNIPEG TC             | 100,405          | 119,534          | 50,511         | 47,291         | 39,873         | 37,410         | 38,951         | 41,543         | 39,113         | 40,600         | 41,953         | 52,067         |
| SURREY TC               | 113,005          | 116,860          | 50,830         | 52,078         | 44,762         | 42,474         | 43,802         | 45,649         | 42,071         | 45,830         | 47,471         | 56,866         |
| <b>TOTAL</b>            | <b>1,098,322</b> | <b>1,118,117</b> | <b>846,072</b> | <b>660,674</b> | <b>573,990</b> | <b>671,334</b> | <b>530,707</b> | <b>570,490</b> | <b>648,533</b> | <b>510,040</b> | <b>551,259</b> | <b>683,965</b> |

**CRA DEPOSIT FACILITIES****CHEQUE VOLUME STATISTICS****FISCAL YEAR 2016 - 2017**

| TAXATION OFFICE         | Apr-16         | May-16           | Jun-16         | Jul-16         | Aug-16         | Sep-16         | Oct-16         | Nov-16         | Dec-16         | Jan-17         | Feb-17         | Mar-17         |
|-------------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| OTTAWA TECH CENTRE      | 410,695        | 516,688          | 438,952        | 249,169        | 325,857        | 369,904        | 281,473        | 263,454        | 330,814        | 284,425        | 241,239        | 369,645        |
| PRINCE EDWARD ISLAND TC | 40,561         | 45,708           | 19,291         | 17,456         | 20,349         | 15,453         | 16,450         | 17,952         | 12,098         | 17,734         | 25,922         | 31,042         |
| ST. JOHN'S TC           | 25,974         | 43,078           | 16,864         | 14,676         | 13,262         | 10,741         | 10,493         | 11,188         | 8,772          | 11,280         | 0              | 0              |
| JONQUIERRE TC           | 39,162         | 57,030           | 13,737         | 13,407         | 9,753          | 11,299         | 10,493         | 9,000          | 10,179         | 10,125         | 8,539          | 18,191         |
| SHAWINIGAN TC           | 80,831         | 118,900          | 33,089         | 33,333         | 25,950         | 29,091         | 29,427         | 26,354         | 26,862         | 29,263         | 24,729         | 40,670         |
| SUDBURY TC              | 92,382         | 136,350          | 51,138         | 48,002         | 47,622         | 40,577         | 42,060         | 47,612         | 39,794         | 45,154         | 46,108         | 56,250         |
| WINNIPEG TC             | 88,941         | 112,347          | 44,567         | 38,479         | 40,548         | 35,633         | 36,333         | 38,146         | 34,910         | 44,904         | 75,639         | 110,693        |
| SURREY TC               | 96,999         | 125,268          | 51,625         | 41,539         | 49,827         | 41,324         | 41,898         | 45,806         | 35,155         | 43,915         | 551            | 0              |
| <b>TOTAL</b>            | <b>875,545</b> | <b>1,155,369</b> | <b>669,263</b> | <b>456,061</b> | <b>533,168</b> | <b>554,022</b> | <b>468,627</b> | <b>459,512</b> | <b>498,584</b> | <b>486,800</b> | <b>422,727</b> | <b>626,491</b> |

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CCC No./N° CCC - FMS

**CRA DEPOSIT FACILITIES**  
**CHEQUE VOLUME STATISTICS**  
**FISCAL YEAR 2017 - 2018**

| TAXATION OFFICE         | Apr-17  | May-17    | Jun-17  | Jul-17  | Aug-17  | Sep-17  | Oct-17  | Nov-17  | Dec-17  | Jan-18  | Feb-18  | Mar-18  |
|-------------------------|---------|-----------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| OTTAWA TECH CENTRE      | 316,169 | 444,631   | 368,052 | 288,442 | 265,413 | 295,103 | 297,276 | 68,814  | 11,405  | 11,569  | 8,809   | 7,433   |
| PRINCE EDWARD ISLAND TC | 32,221  | 55,734    | 24,516  | 35,536  | 35,942  | 24,211  | 33,893  | 33,437  | 24,155  | 37,116  | 33,213  | 32,425  |
| JONQUIERRE TC           | 49,519  | 126,209   | 68,573  | 42,750  | 32,601  | 37,412  | 36,824  | 33,244  | 31,030  | 42,442  | 36,060  | 56,666  |
| SHAWINIGAN TC           | 20,097  | 30,976    |         |         |         |         |         |         |         |         |         |         |
| SUDBURY TC              | 79,935  | 138,913   | 60,795  | 49,629  | 53,053  | 39,341  | 44,916  | 149,525 | 321,738 | 335,300 | 250,122 | 313,609 |
| WINNIPEG TC             | 139,836 | 228,955   | 86,148  | 73,297  | 70,784  | 72,325  | 69,690  | 71,202  | 69,451  | 83,653  | 70,089  | 84,610  |
| <b>TOTAL</b>            | 637,777 | 1,025,418 | 608,084 | 489,654 | 457,793 | 468,392 | 482,599 | 356,222 | 457,779 | 510,080 | 398,293 | 494,743 |

**CRA DEPOSIT FACILITIES**  
**CHEQUE VOLUME STATISTICS**  
**FISCAL YEAR 2018 - 2019**

| TAXATION OFFICE         | Apr-18  | May-18  | Jun-18  | Jul-18  | Aug-18  | Sep-18  |
|-------------------------|---------|---------|---------|---------|---------|---------|
| PRINCE EDWARD ISLAND TC | 46,271  | 53,083  | 30,630  | 38,932  | 37,333  | 24,691  |
| JONQUIERRE TC           | 83,436  | 103,245 | 35,409  | 39,074  | 31,042  | 34,410  |
| SUDBURY TC              | 419,332 | 572,148 | 318,668 | 393,352 | 286,414 | 304,819 |
| WINNIPEG TC             | 130,710 | 211,276 | 73,929  | 74,392  | 68,042  | 64,120  |
| <b>TOTAL</b>            | 679,749 | 939,752 | 458,636 | 545,750 | 422,831 | 428,040 |

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Amd. No. - N° de la modif.  
**404ZG**  
File No. - N° du dossier  
**404ZGEN891-182629/A**

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CCC No./N° CCC - FMS

**VALUE STATISTICS**

CRA DEPOSIT FACILITIES  
CHEQUE VALUE STATISTICS  
FISCAL YEAR 2015 - 2016

| TAXATION OFFICE         | Apr-15                 | May-15                 | Jun-15                 | Jul-15                 | Aug-15                 | Sep-15                 | Oct-15                 | Nov-15                 | Dec-15                 | Jan-16                 | Feb-16                 | Mar-16                 |
|-------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| OTTAWA TECH CENTRE      | \$2,307,528,669        | \$2,514,440,992        | \$2,364,680,631        | \$1,926,754,295        | \$1,450,190,562        | \$2,069,532,380        | \$1,454,613,544        | \$1,482,347,924        | \$2,247,391,923        | \$1,412,487,116        | \$1,602,308,478        | \$2,185,759,062        |
| PRINCE EDWARD ISLAND TC | \$413,624,399          | \$371,574,484          | \$260,460,126          | \$279,019,289          | \$244,159,006          | \$199,013,507          | \$229,368,070          | \$241,646,690          | \$229,728,401          | \$196,804,708          | \$262,305,233          | \$323,367,747          |
| ST. JOHN'S TC           | \$159,217,409          | \$227,035,359          | \$115,598,165          | \$119,803,437          | \$111,767,833          | \$98,363,455           | \$95,692,395           | \$114,816,479          | \$116,559,512          | \$99,870,151           | \$138,679,491          | \$111,269,442          |
| JONQUIERRE TC           | \$105,324,669          | \$134,119,019          | \$43,941,085           | \$51,146,924           | \$27,263,508           | \$37,304,508           | \$30,771,341           | \$40,955,951           | \$42,316,528           | \$30,030,906           | \$30,139,362           | \$52,688,475           |
| SHAWINIGAN TC           | \$314,598,735          | \$481,442,540          | \$157,067,898          | \$177,746,423          | \$108,401,134          | \$108,189,918          | \$110,737,381          | \$127,583,189          | \$162,023,493          | \$139,821,770          | \$111,691,581          | \$267,630,710          |
| SUDBURY TC              | \$621,845,128          | \$843,723,731          | \$423,665,439          | \$477,246,482          | \$308,504,880          | \$279,366,499          | \$313,571,916          | \$325,100,534          | \$384,319,494          | \$328,124,900          | \$448,874,204          | \$449,024,905          |
| WINNIPEG TC             | \$591,241,626          | \$874,364,235          | \$374,990,648          | \$398,684,492          | \$282,242,127          | \$294,712,247          | \$239,543,093          | \$277,040,195          | \$355,058,128          | \$315,176,130          | \$282,558,182          | \$387,380,974          |
| SURREY TC               | \$573,697,962          | \$712,565,497          | \$318,760,103          | \$368,940,176          | \$258,720,930          | \$297,258,817          | \$313,324,716          | \$288,117,746          | \$313,777,235          | \$268,337,403          | \$311,518,510          | \$464,306,326          |
| <b>TOTAL</b>            | <b>\$5,087,078,595</b> | <b>\$6,159,265,856</b> | <b>\$4,059,164,093</b> | <b>\$3,799,341,520</b> | <b>\$2,791,249,979</b> | <b>\$3,383,741,333</b> | <b>\$2,787,622,455</b> | <b>\$2,897,608,708</b> | <b>\$3,851,174,714</b> | <b>\$2,790,653,085</b> | <b>\$3,188,075,039</b> | <b>\$4,241,427,641</b> |

CRA DEPOSIT FACILITIES  
CHEQUE VALUE STATISTICS  
FISCAL YEAR 2016 - 2017

| TAXATION OFFICE         | Apr-16                 | May-16                 | Jun-16                 | Jul-16                 | Aug-16                 | Sep-16                 | Oct-16                 | Nov-16                 | Dec-16                 | Jan-17                 | Feb-17                 | Mar-17                 |
|-------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| OTTAWA TECH CENTRE      | \$2,092,175,095        | \$2,877,090,170        | \$1,864,495,073        | \$1,337,074,102        | \$1,415,751,025        | \$1,802,671,086        | \$1,257,256,758        | \$1,327,689,208        | \$1,779,617,699        | \$1,535,727,836        | \$1,350,642,072        | \$2,103,860,689        |
| PRINCE EDWARD ISLAND TC | \$457,659,277          | \$391,152,391          | \$168,547,728          | \$258,854,005          | \$220,913,145          | \$162,929,165          | \$179,769,185          | \$202,191,999          | \$167,412,047          | \$251,343,061          | \$229,830,415          | \$359,036,022          |
| ST. JOHN'S TC           | \$144,523,484          | \$261,535,161          | \$105,638,708          | \$113,713,620          | \$90,855,428           | \$98,216,139           | \$81,041,644           | \$83,016,517           | \$76,083,934           | \$77,219,034           | \$32,194,119           | \$66,182,809           |
| JONQUIERRE TC           | \$80,063,887           | \$160,294,341          | \$48,748,110           | \$56,277,449           | \$30,851,850           | \$38,343,264           | \$31,991,263           | \$31,734,925           | \$39,893,206           | \$32,194,119           | \$32,260,251           | \$214,009,619          |
| SHAWINIGAN TC           | \$296,645,481          | \$520,043,405          | \$181,868,306          | \$179,585,748          | \$131,934,738          | \$154,660,129          | \$105,693,523          | \$119,110,281          | \$164,819,324          | \$137,965,921          | \$114,245,920          | \$362,951,672          |
| SUDBURY TC              | \$588,824,704          | \$1,114,795,721        | \$422,332,676          | \$482,965,830          | \$361,686,540          | \$295,648,232          | \$335,162,783          | \$380,290,271          | \$397,285,911          | \$382,397,358          | \$362,951,672          | \$561,443,608          |
| WINNIPEG TC             | \$586,781,912          | \$959,294,649          | \$338,720,123          | \$292,459,446          | \$240,843,350          | \$232,623,978          | \$203,049,259          | \$227,127,356          | \$293,059,273          | \$357,756,101          | \$532,128,294          | \$904,629,090          |
| SURREY TC               | \$599,225,291          | \$913,602,970          | \$398,141,325          | \$295,633,716          | \$328,765,361          | \$299,102,922          | \$295,638,160          | \$319,061,704          | \$358,211,744          | \$254,002,034          | \$2,954,432            |                        |
| <b>TOTAL</b>            | <b>\$4,845,899,131</b> | <b>\$7,197,808,808</b> | <b>\$3,528,492,048</b> | <b>\$3,016,563,917</b> | <b>\$2,821,601,436</b> | <b>\$3,084,194,916</b> | <b>\$2,489,602,574</b> | <b>\$2,690,222,262</b> | <b>\$3,276,383,139</b> | <b>\$3,028,605,464</b> | <b>\$2,625,013,055</b> | <b>\$4,209,161,836</b> |



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**404ZG**  
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Buyer ID - Id de l'acheteur  
**404ZG**  
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**CRA DEPOSIT FACILITIES  
CHEQUE VALUE STATISTICS  
FISCAL YEAR 2017 - 2018**

| TAXATION OFFICE         | Apr-17                 | May-17                 | Jun-17                 | Jul-17                 | Aug-17                 | Sep-17                 | Oct-17                 | Nov-17                 | Dec-17                 | Jan-18                 | Feb-18                 | Mar-18                 |
|-------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| OTTAWA TECH CENTRE      | \$1,621,083,478        | \$2,568,187,204        | \$1,783,152,908        | \$1,638,554,402        | \$1,286,115,418        | \$1,516,657,582        | \$1,488,355,386        | \$355,191,170          | \$62,546,245           | \$59,590,101           | \$55,949,282           | \$82,258,787           |
| PRINCE EDWARD ISLAND TC | \$303,430,258          | \$515,588,833          | \$273,243,269          | \$366,963,733          | \$329,390,468          | \$221,592,582          | \$311,339,980          | \$297,519,711          | \$277,949,278          | \$321,843,891          | \$282,525,441          | \$355,801,195          |
| JONQUIERRE TC           | \$178,342,289          | \$558,418,266          | \$233,117,262          | \$241,292,342          | \$143,892,430          | \$149,506,453          | \$122,822,885          | \$153,361,615          | \$152,597,642          | \$163,481,257          | \$127,974,081          | \$306,042,311          |
| SHAWINIGAN TC           | \$51,153,538           | \$99,833,904           |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |
| SUDBURY TC              | \$571,174,001          | \$1,040,995,342        | \$450,860,664          | \$450,920,257          | \$457,233,363          | \$338,894,332          | \$369,883,480          | \$880,422,993          | \$1,926,227,826        | \$2,027,512,009        | \$1,689,636,345        | \$2,289,558,874        |
| WINNIPEG TC             | \$959,403,143          | \$1,616,012,011        | \$594,695,673          | \$643,654,226          | \$456,212,696          | \$513,334,871          | \$488,360,432          | \$506,881,599          | \$581,504,345          | \$643,236,878          | \$567,531,015          | \$830,947,906          |
| <b>TOTAL</b>            | <b>\$3,684,586,706</b> | <b>\$6,399,035,561</b> | <b>\$3,335,069,776</b> | <b>\$3,341,384,961</b> | <b>\$2,672,844,376</b> | <b>\$2,739,985,820</b> | <b>\$2,780,762,163</b> | <b>\$2,193,377,089</b> | <b>\$3,000,825,335</b> | <b>\$3,215,664,136</b> | <b>\$2,723,616,163</b> | <b>\$3,864,609,072</b> |

**CRA DEPOSIT FACILITIES  
CHEQUE VALUE STATISTICS  
FISCAL YEAR 2018 - 2019**

| TAXATION OFFICE         | Apr-18                 | May-18                 | Jun-18                 | Jul-18                 | Aug-18                 | Sep-18                 |
|-------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| PRINCE EDWARD ISLAND TC | \$357,177,433          | \$469,910,701          | \$268,081,988          | \$433,874,879          | \$323,050,108          | \$227,944,448          |
| JONQUIERRE TC           | \$272,916,626          | \$485,211,510          | \$156,425,345          | \$218,590,863          | \$127,513,203          | \$165,522,976          |
| SUDBURY TC              | \$2,542,387,817        | \$3,841,845,412        | \$1,878,054,932        | \$2,416,465,971        | \$1,770,439,445        | \$1,852,763,804        |
| WINNIPEG TC             | \$1,198,325,474        | \$1,834,508,862        | \$611,462,067          | \$656,121,371          | \$536,576,413          | \$626,748,586          |
| <b>TOTAL</b>            | <b>\$4,370,807,350</b> | <b>\$6,631,476,485</b> | <b>\$2,914,024,332</b> | <b>\$3,725,053,085</b> | <b>\$2,757,579,168</b> | <b>\$2,872,979,814</b> |

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## CHARGEBACK STATISTICS

### CRA DEPOSIT FACILITIES CHARGEBACK VOLUME STATISTICS FISCAL YEAR 2015 - 2016

|                    | Apr-15 | May-15 | Jun-15 | Jul-15 | Aug-15 | Sep-15 | Oct-15 | Nov-15 | Dec-15 | Jan-16 | Feb-16 | Mar-16 |
|--------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| CHARGEBACK VOLUMES | 6,845  | 9,599  | 7,922  | 7,132  | 6,426  | 6,457  | 6,559  | 5,934  | 6,639  | 5,910  | 5,826  | 5,480  |

### CRA DEPOSIT FACILITIES CHARGEBACK VOLUME STATISTICS FISCAL YEAR 2016 - 2017

|                                       | Apr-16 | May-16 | Jun-16 | Jul-16 | Aug-16 | Sep-16 | Oct-16 | Nov-16 | Dec-16 | Jan-17 | Feb-17 | Mar-17 |
|---------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| TAXATION OFFICE<br>CHARGEBACK VOLUMES | 6,675  | 9,000  | 6,800  | 5,849  | 6,197  | 5,360  | 5,307  | 5,577  | 5,114  | 5,599  | 4,247  | 6,000  |

### CRA DEPOSIT FACILITIES CHARGEBACK VOLUME STATISTICS FISCAL YEAR 2017 - 2018

|                                       | Apr-17 | May-17 | Jun-17 | Jul-17 | Aug-17 | Sep-17 | Oct-17 | Nov-17 | Dec-17 | Jan-18 | Feb-18 | Mar-18 |
|---------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| TAXATION OFFICE<br>CHARGEBACK VOLUMES | 3,774  | 7,914  | 7,183  | 5,359  | 5,583  | 4,531  | 4,916  | 5,533  | 4,258  | 7,305  | 4,622  | 5,107  |

### CRA DEPOSIT FACILITIES CHARGEBACK VOLUME STATISTICS FISCAL YEAR 2018 - 2019

|                                       | Apr-18 | May-18 | Jun-18 | Jul-18 | Aug-18 | Sep-18 |
|---------------------------------------|--------|--------|--------|--------|--------|--------|
| TAXATION OFFICE<br>CHARGEBACK VOLUMES | 5,361  | 9,775  | 6,194  | 6,300  | 5,590  | 4,403  |

## ANNEX A, APPENDIX 7 HISTORICAL SETTLEMENT VALUES

| Daily Transaction Values |                |
|--------------------------|----------------|
| Date (dd/mm/yyyy)        | Value          |
| 01/04/2015               | \$ 234,609,002 |
| 02/04/2015               | \$ 230,262,262 |
| 07/04/2015               | \$ 247,217,567 |
| 08/04/2015               | \$ 250,395,710 |
| 09/04/2015               | \$ 269,778,583 |
| 10/04/2015               | \$ 232,187,021 |
| 13/04/2015               | \$ 176,252,642 |
| 14/04/2015               | \$ 194,798,443 |
| 15/04/2015               | \$ 261,476,830 |
| 16/04/2015               | \$ 164,107,412 |
| 17/04/2015               | \$ 164,126,754 |
| 20/04/2015               | \$ 180,245,509 |
| 21/04/2015               | \$ 217,021,460 |
| 22/04/2015               | \$ 140,127,734 |
| 23/04/2015               | \$ 203,985,220 |
| 24/04/2015               | \$ 144,028,695 |
| 27/04/2015               | \$ 250,115,481 |
| 28/04/2015               | \$ 349,608,050 |
| 29/04/2015               | \$ 314,088,141 |
| 30/04/2015               | \$ 762,622,542 |
| 01/05/2015               | \$ 579,075,928 |
| 04/05/2015               | \$ 716,460,156 |
| 05/05/2015               | \$ 446,501,442 |
| 06/05/2015               | \$ 549,200,474 |
| 07/05/2015               | \$ 419,494,462 |
| 08/05/2015               | \$ 373,558,860 |
| 11/05/2015               | \$ 428,712,579 |
| 12/05/2015               | \$ 293,318,281 |
| 13/05/2015               | \$ 292,970,241 |
| 14/05/2015               | \$ 257,984,168 |
| 15/05/2015               | \$ 316,779,076 |
| 19/05/2015               | \$ 174,179,454 |
| 20/05/2015               | \$ 190,129,890 |
| 21/05/2015               | \$ 145,353,400 |
| 22/05/2015               | \$ 124,406,206 |
| 25/05/2015               | \$ 134,081,541 |
| 26/05/2015               | \$ 189,192,175 |
| 27/05/2015               | \$ 124,100,869 |
| 28/05/2015               | \$ 124,754,231 |
| 29/05/2015               | \$ 180,619,423 |
| 01/06/2015               | \$ 265,016,498 |

| Daily Transaction Values |                |
|--------------------------|----------------|
| Date (dd/mm/yyyy)        | Value          |
| 02/06/2015               | \$ 211,986,904 |
| 03/06/2015               | \$ 155,038,539 |
| 04/06/2015               | \$ 127,822,576 |
| 05/06/2015               | \$ 144,532,878 |
| 08/06/2015               | \$ 168,033,904 |
| 09/06/2015               | \$ 119,694,964 |
| 10/06/2015               | \$ 120,293,586 |
| 11/06/2015               | \$ 134,419,995 |
| 12/06/2015               | \$ 129,504,107 |
| 15/06/2015               | \$ 517,023,259 |
| 16/06/2015               | \$ 241,945,531 |
| 17/06/2015               | \$ 115,494,011 |
| 18/06/2015               | \$ 123,915,400 |
| 19/06/2015               | \$ 144,677,303 |
| 22/06/2015               | \$ 128,993,019 |
| 23/06/2015               | \$ 133,845,105 |
| 24/06/2015               | \$ 92,543,683  |
| 25/06/2015               | \$ 165,910,034 |
| 26/06/2015               | \$ 164,428,437 |
| 29/06/2015               | \$ 163,121,664 |
| 30/06/2015               | \$ 368,655,048 |
| 02/07/2015               | \$ 271,757,075 |
| 03/07/2015               | \$ 175,215,537 |
| 06/07/2015               | \$ 293,309,059 |
| 07/07/2015               | \$ 224,668,281 |
| 08/07/2015               | \$ 170,070,652 |
| 10/07/2015               | \$ 300,376,704 |
| 13/07/2015               | \$ 136,309,092 |
| 14/07/2015               | \$ 157,600,117 |
| 15/07/2015               | \$ 226,969,168 |
| 16/07/2015               | \$ 183,149,444 |
| 17/07/2015               | \$ 109,681,231 |
| 20/07/2015               | \$ 124,556,990 |
| 21/07/2015               | \$ 136,265,078 |
| 22/07/2015               | \$ 102,133,030 |
| 23/07/2015               | \$ 118,432,018 |
| 24/07/2015               | \$ 138,190,783 |
| 27/07/2015               | \$ 127,092,717 |
| 28/07/2015               | \$ 145,651,640 |
| 29/07/2015               | \$ 105,610,642 |
| 30/07/2015               | \$ 135,032,877 |

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| Daily Transaction Values |                |
|--------------------------|----------------|
| Date (dd/mm/yyyy)        | Value          |
| 31/07/2015               | \$ 321,161,848 |
| 03/08/2015               | \$ 6,731,198   |
| 04/08/2015               | \$ 140,281,149 |
| 05/08/2015               | \$ 177,851,631 |
| 06/08/2015               | \$ 133,448,017 |
| 07/08/2015               | \$ 104,931,573 |
| 10/08/2015               | \$ 112,071,743 |
| 12/08/2015               | \$ 318,057,839 |
| 13/08/2015               | \$ 113,166,940 |
| 14/08/2015               | \$ 103,435,078 |
| 17/08/2015               | \$ 226,079,925 |
| 18/08/2015               | \$ 115,002,618 |
| 19/08/2015               | \$ 88,040,511  |
| 20/08/2015               | \$ 105,690,625 |
| 21/08/2015               | \$ 101,843,277 |
| 24/08/2015               | \$ 100,238,134 |
| 25/08/2015               | \$ 130,248,816 |
| 26/08/2015               | \$ 117,734,653 |
| 27/08/2015               | \$ 106,323,169 |
| 28/08/2015               | \$ 144,803,833 |
| 31/08/2015               | \$ 263,019,621 |
| 01/09/2015               | \$ 195,255,380 |
| 02/09/2015               | \$ 116,985,932 |
| 03/09/2015               | \$ 155,726,919 |
| 04/09/2015               | \$ 102,141,879 |
| 08/09/2015               | \$ 87,889,494  |
| 09/09/2015               | \$ 99,355,338  |
| 10/09/2015               | \$ 112,337,226 |
| 11/09/2015               | \$ 100,137,779 |
| 14/09/2015               | \$ 137,230,999 |
| 15/09/2015               | \$ 620,057,236 |
| 16/09/2015               | \$ 177,534,930 |
| 17/09/2015               | \$ 179,976,524 |
| 18/09/2015               | \$ 152,058,654 |
| 21/09/2015               | \$ 156,758,231 |
| 22/09/2015               | \$ 134,030,959 |
| 23/09/2015               | \$ 75,364,624  |
| 24/09/2015               | \$ 90,811,801  |
| 25/09/2015               | \$ 106,708,796 |
| 28/09/2015               | \$ 102,127,676 |
| 29/09/2015               | \$ 148,320,895 |
| 30/09/2015               | \$ 279,532,331 |
| 01/10/2015               | \$ 172,007,200 |
| 02/10/2015               | \$ 138,656,373 |
| 05/10/2015               | \$ 115,992,142 |
| 06/10/2015               | \$ 139,125,326 |

| Daily Transaction Values |                |
|--------------------------|----------------|
| Date (dd/mm/yyyy)        | Value          |
| 07/10/2015               | \$ 111,645,559 |
| 08/10/2015               | \$ 76,229,226  |
| 09/10/2015               | \$ 70,328,696  |
| 13/10/2015               | \$ 98,481,384  |
| 14/10/2015               | \$ 109,187,269 |
| 15/10/2015               | \$ 192,171,487 |
| 16/10/2015               | \$ 126,471,108 |
| 19/10/2015               | \$ 111,302,573 |
| 20/10/2015               | \$ 144,542,344 |
| 21/10/2015               | \$ 109,761,318 |
| 22/10/2015               | \$ 101,596,119 |
| 23/10/2015               | \$ 118,612,009 |
| 26/10/2015               | \$ 110,445,105 |
| 27/10/2015               | \$ 148,834,734 |
| 28/10/2015               | \$ 182,186,145 |
| 29/10/2015               | \$ 96,253,525  |
| 30/10/2015               | \$ 241,630,477 |
| 02/11/2015               | \$ 266,639,048 |
| 03/11/2015               | \$ 181,250,168 |
| 04/11/2015               | \$ 151,005,083 |
| 05/11/2015               | \$ 96,897,494  |
| 06/11/2015               | \$ 113,642,489 |
| 09/11/2015               | \$ 114,784,920 |
| 10/11/2015               | \$ 119,549,259 |
| 12/11/2015               | \$ 138,263,313 |
| 13/11/2015               | \$ 143,383,971 |
| 16/11/2015               | \$ 213,648,717 |
| 17/11/2015               | \$ 107,463,225 |
| 18/11/2015               | \$ 114,726,829 |
| 19/11/2015               | \$ 105,707,201 |
| 20/11/2015               | \$ 137,005,012 |
| 23/11/2015               | \$ 118,655,484 |
| 24/11/2015               | \$ 141,986,819 |
| 25/11/2015               | \$ 79,560,400  |
| 26/11/2015               | \$ 137,047,146 |
| 27/11/2015               | \$ 100,006,984 |
| 30/11/2015               | \$ 257,489,363 |
| 01/12/2015               | \$ 212,522,759 |
| 02/12/2015               | \$ 132,345,507 |
| 03/12/2015               | \$ 170,735,257 |
| 04/12/2015               | \$ 118,722,762 |
| 07/12/2015               | \$ 111,392,763 |
| 08/12/2015               | \$ 123,059,737 |
| 09/12/2015               | \$ 94,619,340  |
| 10/12/2015               | \$ 103,302,586 |
| 11/12/2015               | \$ 96,839,209  |

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Amd. No. - N° de la modif.  
File No. - N° du dossier  
**404ZGEN891-182629/A**

Buyer ID - Id de l'acheteur  
**404ZG**  
CCC No./N° CCC - FMS

| Daily Transaction Values |                |
|--------------------------|----------------|
| Date (dd/mm/yyyy)        | Value          |
| 14/12/2015               | \$ 141,956,188 |
| 15/12/2015               | \$ 617,140,436 |
| 16/12/2015               | \$ 184,040,640 |
| 17/12/2015               | \$ 163,098,832 |
| 21/12/2015               | \$ 346,859,581 |
| 22/12/2015               | \$ 221,999,229 |
| 23/12/2015               | \$ 192,247,383 |
| 24/12/2015               | \$ 130,802,078 |
| 29/12/2015               | \$ 197,377,034 |
| 30/12/2015               | \$ 118,222,040 |
| 31/12/2015               | \$ 282,118,367 |
| 04/01/2016               | \$ 157,138,130 |
| 05/01/2016               | \$ 261,552,292 |
| 06/01/2016               | \$ 128,386,787 |
| 07/01/2016               | \$ 125,451,387 |
| 08/01/2016               | \$ 108,376,360 |
| 11/01/2016               | \$ 96,938,824  |
| 12/01/2016               | \$ 132,672,535 |
| 13/01/2016               | \$ 104,971,430 |
| 14/01/2016               | \$ 91,254,243  |
| 15/01/2016               | \$ 213,639,545 |
| 18/01/2016               | \$ 163,796,099 |
| 19/01/2016               | \$ 141,430,562 |
| 20/01/2016               | \$ 113,745,140 |
| 21/01/2016               | \$ 115,176,051 |
| 22/01/2016               | \$ 122,378,354 |
| 25/01/2016               | \$ 127,570,275 |
| 26/01/2016               | \$ 116,328,026 |
| 27/01/2016               | \$ 109,845,111 |
| 28/01/2016               | \$ 97,669,499  |
| 29/01/2016               | \$ 174,558,900 |
| 01/02/2016               | \$ 367,794,877 |
| 02/02/2016               | \$ 246,551,533 |
| 03/02/2016               | \$ 139,086,249 |
| 04/02/2016               | \$ 90,466,923  |
| 05/02/2016               | \$ 106,092,878 |
| 08/02/2016               | \$ 88,146,917  |
| 09/02/2016               | \$ 83,618,160  |
| 10/02/2016               | \$ 106,089,664 |
| 11/02/2016               | \$ 98,307,729  |
| 12/02/2016               | \$ 78,806,221  |
| 15/02/2016               | \$ 163,530,183 |
| 16/02/2016               | \$ 136,302,026 |
| 17/02/2016               | \$ 95,399,814  |

| Daily Transaction Values |                |
|--------------------------|----------------|
| Date (dd/mm/yyyy)        | Value          |
| 18/02/2016               | \$ 76,149,637  |
| 19/02/2016               | \$ 104,697,074 |
| 22/02/2016               | \$ 124,725,621 |
| 23/02/2016               | \$ 120,321,647 |
| 24/02/2016               | \$ 132,533,660 |
| 25/02/2016               | \$ 144,195,211 |
| 26/02/2016               | \$ 193,027,904 |
| 29/02/2016               | \$ 392,365,431 |
| 01/03/2016               | \$ 354,793,115 |
| 02/03/2016               | \$ 252,437,998 |
| 03/03/2016               | \$ 237,734,102 |
| 04/03/2016               | \$ 176,025,430 |
| 07/03/2016               | \$ 136,214,223 |
| 08/03/2016               | \$ 156,158,813 |
| 09/03/2016               | \$ 101,975,665 |
| 10/03/2016               | \$ 130,349,123 |
| 11/03/2016               | \$ 111,554,870 |
| 14/03/2016               | \$ 124,316,567 |
| 15/03/2016               | \$ 439,673,961 |
| 16/03/2016               | \$ 222,981,612 |
| 17/03/2016               | \$ 170,954,465 |
| 18/03/2016               | \$ 182,300,016 |
| 21/03/2016               | \$ 117,976,336 |
| 22/03/2016               | \$ 176,574,947 |
| 23/03/2016               | \$ 111,228,235 |
| 24/03/2016               | \$ 110,001,410 |
| 29/03/2016               | \$ 195,194,556 |
| 30/03/2016               | \$ 256,707,049 |
| 31/03/2016               | \$ 372,354,741 |

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**404ZG**  
CCC No./N° CCC - FMS

| Daily Transaction Values |                 |
|--------------------------|-----------------|
| Date (dd/mm/yyyy)        | Value           |
| 01/04/2016               | \$375,274,798   |
| 04/04/2016               | \$357,090,743   |
| 05/04/2016               | \$350,856,116   |
| 06/04/2016               | \$216,012,247   |
| 07/04/2016               | \$196,007,837   |
| 08/04/2016               | \$136,213,154   |
| 11/04/2016               | \$130,413,591   |
| 12/04/2016               | \$147,315,208   |
| 13/04/2016               | \$127,372,108   |
| 14/04/2016               | \$156,370,265   |
| 15/04/2016               | \$230,839,080   |
| 18/04/2016               | \$192,670,461   |
| 19/04/2016               | \$187,736,125   |
| 20/04/2016               | \$155,439,265   |
| 21/04/2016               | \$163,602,524   |
| 22/04/2016               | \$211,032,905   |
| 25/04/2016               | \$212,106,981   |
| 26/04/2016               | \$238,293,264   |
| 27/04/2016               | \$280,062,241   |
| 28/04/2016               | \$275,408,257   |
| 29/04/2016               | \$414,141,524   |
| 02/05/2016               | \$1,058,250,132 |
| 03/05/2016               | \$692,785,050   |
| 04/05/2016               | \$762,950,616   |
| 05/05/2016               | \$582,644,219   |
| 06/05/2016               | \$590,244,893   |
| 09/05/2016               | \$486,241,691   |
| 10/05/2016               | \$375,458,619   |
| 11/05/2016               | \$313,220,194   |
| 12/05/2016               | \$285,519,768   |
| 13/05/2016               | \$194,854,810   |
| 16/05/2016               | \$199,648,202   |
| 17/05/2016               | \$196,837,009   |
| 18/05/2016               | \$161,179,664   |
| 19/05/2016               | \$118,805,464   |
| 20/05/2016               | \$136,818,027   |
| 24/05/2016               | \$118,963,153   |
| 25/05/2016               | \$140,472,751   |
| 26/05/2016               | \$140,343,853   |
| 27/05/2016               | \$137,189,084   |
| 30/05/2016               | \$150,706,358   |
| 31/05/2016               | \$253,478,001   |
| 01/06/2016               | \$155,223,008   |
| 02/06/2016               | \$118,328,768   |

| Daily Transaction Values |               |
|--------------------------|---------------|
| Date (dd/mm/yyyy)        | Value         |
| 03/06/2016               | \$131,567,272 |
| 06/06/2016               | \$126,515,314 |
| 07/06/2016               | \$141,243,219 |
| 08/06/2016               | \$90,740,179  |
| 09/06/2016               | \$115,049,802 |
| 10/06/2016               | \$150,634,693 |
| 13/06/2016               | \$121,560,340 |
| 14/06/2016               | \$136,834,024 |
| 15/06/2016               | \$460,367,459 |
| 16/06/2016               | \$149,328,788 |
| 17/06/2016               | \$164,934,497 |
| 20/06/2016               | \$157,444,470 |
| 21/06/2016               | \$149,289,162 |
| 22/06/2016               | \$147,399,824 |
| 23/06/2016               | \$123,008,993 |
| 24/06/2016               | \$84,788,916  |
| 27/06/2016               | \$149,015,746 |
| 28/06/2016               | \$142,203,376 |
| 29/06/2016               | \$111,280,296 |
| 30/06/2016               | \$334,626,273 |
| 04/07/2016               | \$231,741,352 |
| 05/07/2016               | \$245,115,361 |
| 06/07/2016               | \$255,993,421 |
| 07/07/2016               | \$142,483,314 |
| 08/07/2016               | \$170,057,248 |
| 11/07/2016               | \$150,217,102 |
| 12/07/2016               | \$132,372,121 |
| 13/07/2016               | \$114,546,331 |
| 14/07/2016               | \$88,397,719  |
| 15/07/2016               | \$177,325,105 |
| 18/07/2016               | \$104,577,760 |
| 19/07/2016               | \$111,550,004 |
| 20/07/2016               | \$123,187,831 |
| 21/07/2016               | \$133,073,346 |
| 22/07/2016               | \$128,976,690 |
| 25/07/2016               | \$154,530,719 |
| 26/07/2016               | \$100,839,280 |
| 27/07/2016               | \$138,805,710 |
| 28/07/2016               | \$115,714,999 |
| 29/07/2016               | \$106,062,438 |
| 01/08/2016               | \$11,338,965  |
| 02/08/2016               | \$325,370,532 |
| 03/08/2016               | \$223,031,219 |
| 04/08/2016               | \$100,281,994 |

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**404ZGEN891-182629/A**

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**404ZG**  
CCC No./N° CCC - FMS

| Daily Transaction Values |               |
|--------------------------|---------------|
| Date (dd/mm/yyyy)        | Value         |
| 05/08/2016               | \$124,676,767 |
| 08/08/2016               | \$112,512,626 |
| 09/08/2016               | \$119,905,692 |
| 10/08/2016               | \$110,326,348 |
| 11/08/2016               | \$116,844,958 |
| 12/08/2016               | \$92,292,843  |
| 15/08/2016               | \$150,470,439 |
| 16/08/2016               | \$101,706,967 |
| 17/08/2016               | \$87,330,968  |
| 18/08/2016               | \$99,056,953  |
| 19/08/2016               | \$95,951,284  |
| 22/08/2016               | \$90,304,517  |
| 23/08/2016               | \$104,745,817 |
| 24/08/2016               | \$102,328,184 |
| 25/08/2016               | \$78,192,584  |
| 26/08/2016               | \$87,122,149  |
| 29/08/2016               | \$91,909,520  |
| 30/08/2016               | \$118,923,076 |
| 31/08/2016               | \$226,437,247 |
| 01/09/2016               | \$155,461,548 |
| 02/09/2016               | \$124,116,565 |
| 06/09/2016               | \$116,969,112 |
| 07/09/2016               | \$113,973,117 |
| 08/09/2016               | \$97,292,130  |
| 09/09/2016               | \$95,152,830  |
| 12/09/2016               | \$118,447,365 |
| 13/09/2016               | \$91,212,684  |
| 14/09/2016               | \$149,407,610 |
| 15/09/2016               | \$460,112,096 |
| 16/09/2016               | \$151,940,761 |
| 19/09/2016               | \$139,906,344 |
| 20/09/2016               | \$173,248,860 |
| 21/09/2016               | \$134,640,313 |
| 22/09/2016               | \$119,018,064 |
| 23/09/2016               | \$116,198,534 |
| 26/09/2016               | \$107,343,850 |
| 27/09/2016               | \$106,782,070 |
| 28/09/2016               | \$91,141,630  |
| 29/09/2016               | \$113,942,619 |
| 30/09/2016               | \$238,957,347 |
| 03/10/2016               | \$153,026,073 |
| 04/10/2016               | \$151,794,069 |
| 05/10/2016               | \$120,735,190 |
| 06/10/2016               | \$108,255,679 |

| Daily Transaction Values |               |
|--------------------------|---------------|
| Date (dd/mm/yyyy)        | Value         |
| 07/10/2016               | \$85,319,141  |
| 11/10/2016               | \$101,386,085 |
| 12/10/2016               | \$115,863,948 |
| 13/10/2016               | \$64,572,060  |
| 14/10/2016               | \$106,890,518 |
| 17/10/2016               | \$157,677,476 |
| 18/10/2016               | \$113,390,842 |
| 19/10/2016               | \$90,282,117  |
| 20/10/2016               | \$117,956,187 |
| 21/10/2016               | \$100,668,022 |
| 24/10/2016               | \$83,628,156  |
| 25/10/2016               | \$151,210,121 |
| 26/10/2016               | \$92,386,301  |
| 27/10/2016               | \$115,588,492 |
| 28/10/2016               | \$123,054,608 |
| 31/10/2016               | \$264,957,322 |
| 01/11/2016               | \$199,369,589 |
| 02/11/2016               | \$190,265,567 |
| 04/11/2016               | \$120,750,995 |
| 07/11/2016               | \$302,184,612 |
| 09/11/2016               | \$202,278,349 |
| 10/11/2016               | \$93,014,363  |
| 14/11/2016               | \$101,783,823 |
| 15/11/2016               | \$150,828,174 |
| 16/11/2016               | \$123,200,691 |
| 17/11/2016               | \$88,541,418  |
| 18/11/2016               | \$78,357,811  |
| 22/11/2016               | \$213,399,178 |
| 23/11/2016               | \$108,911,519 |
| 24/11/2016               | \$107,651,071 |
| 25/11/2016               | \$95,391,018  |
| 28/11/2016               | \$103,367,780 |
| 29/11/2016               | \$122,454,587 |
| 30/11/2016               | \$236,048,938 |
| 01/12/2016               | \$142,822,249 |
| 02/12/2016               | \$193,579,644 |
| 05/12/2016               | \$125,028,822 |
| 06/12/2016               | \$121,644,313 |
| 07/12/2016               | \$131,266,259 |
| 08/12/2016               | \$85,891,720  |
| 09/12/2016               | \$93,211,160  |
| 12/12/2016               | \$95,788,636  |
| 13/12/2016               | \$139,234,934 |
| 14/12/2016               | \$128,878,045 |

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CCC No./N° CCC - FMS

| Daily Transaction Values |               |
|--------------------------|---------------|
| Date (dd/mm/yyyy)        | Value         |
| 15/12/2016               | \$450,325,655 |
| 16/12/2016               | \$184,821,822 |
| 19/12/2016               | \$205,873,248 |
| 20/12/2016               | \$155,892,775 |
| 21/12/2016               | \$171,295,054 |
| 22/12/2016               | \$142,729,497 |
| 23/12/2016               | \$114,651,513 |
| 28/12/2016               | \$123,318,608 |
| 29/12/2016               | \$216,057,188 |
| 30/12/2016               | \$208,219,918 |
| 03/01/2017               | \$12,795,715  |
| 04/01/2017               | \$483,175,229 |
| 05/01/2017               | \$133,943,022 |
| 06/01/2017               | \$106,164,278 |
| 09/01/2017               | \$104,161,408 |
| 10/01/2017               | \$144,784,884 |
| 11/01/2017               | \$111,579,877 |
| 12/01/2017               | \$106,650,533 |
| 13/01/2017               | \$103,472,831 |
| 16/01/2017               | \$146,297,153 |
| 17/01/2017               | \$195,767,343 |
| 18/01/2017               | \$178,773,585 |
| 19/01/2017               | \$87,402,412  |
| 20/01/2017               | \$126,182,746 |
| 23/01/2017               | \$103,478,437 |
| 24/01/2017               | \$84,293,155  |
| 25/01/2017               | \$112,066,361 |
| 26/01/2017               | \$91,872,568  |
| 27/01/2017               | \$112,036,434 |
| 30/01/2017               | \$139,787,868 |
| 31/01/2017               | \$273,096,053 |
| 01/02/2017               | \$212,934,545 |
| 02/02/2017               | \$125,211,610 |
| 03/02/2017               | \$167,682,213 |
| 06/02/2017               | \$140,299,281 |
| 07/02/2017               | \$103,767,576 |
| 08/02/2017               | \$121,093,893 |
| 09/02/2017               | \$95,034,296  |
| 10/02/2017               | \$84,164,353  |
| 13/02/2017               | \$103,832,705 |
| 14/02/2017               | \$84,938,896  |
| 15/02/2017               | \$126,819,892 |
| 16/02/2017               | \$75,412,049  |
| 17/02/2017               | \$99,384,829  |

| Daily Transaction Values |               |
|--------------------------|---------------|
| Date (dd/mm/yyyy)        | Value         |
| 20/02/2017               | \$75,161,589  |
| 21/02/2017               | \$130,271,225 |
| 22/02/2017               | \$79,842,696  |
| 23/02/2017               | \$119,094,840 |
| 24/02/2017               | \$121,021,517 |
| 27/02/2017               | \$164,596,305 |
| 28/02/2017               | \$316,174,222 |
| 01/03/2017               | \$272,987,912 |
| 02/03/2017               | \$341,185,764 |
| 03/03/2017               | \$219,046,203 |
| 06/03/2017               | \$244,424,092 |
| 07/03/2017               | \$314,244,952 |
| 08/03/2017               | \$201,284,758 |
| 09/03/2017               | \$105,589,209 |
| 10/03/2017               | \$124,880,605 |
| 13/03/2017               | \$95,791,205  |
| 14/03/2017               | \$130,448,568 |
| 15/03/2017               | \$355,034,866 |
| 16/03/2017               | \$119,765,006 |
| 17/03/2017               | \$154,936,498 |
| 20/03/2017               | \$167,761,486 |
| 21/03/2017               | \$130,877,865 |
| 22/03/2017               | \$137,973,291 |
| 23/03/2017               | \$91,823,762  |
| 24/03/2017               | \$138,767,611 |
| 27/03/2017               | \$109,631,052 |
| 28/03/2017               | \$105,270,233 |
| 29/03/2017               | \$164,683,090 |
| 30/03/2017               | \$107,893,779 |
| 31/03/2017               | \$318,537,570 |



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| Daily Transaction Values |               |
|--------------------------|---------------|
| Date (dd/mm/yyyy)        | Value         |
| 03/04/2017               | \$212,632,124 |
| 04/04/2017               | \$230,769,675 |
| 05/04/2017               | \$253,264,029 |
| 06/04/2017               | \$218,139,696 |
| 07/04/2017               | \$189,394,131 |
| 10/04/2017               | \$176,761,475 |
| 11/04/2017               | \$162,979,754 |
| 12/04/2017               | \$137,905,697 |
| 13/04/2017               | \$134,265,928 |
| 18/04/2017               | \$204,466,410 |
| 19/04/2017               | \$179,340,762 |
| 20/04/2017               | \$207,158,946 |
| 21/04/2017               | \$155,589,335 |
| 24/04/2017               | \$224,099,376 |
| 25/04/2017               | \$192,333,830 |
| 26/04/2017               | \$256,611,176 |
| 27/04/2017               | \$212,426,587 |
| 28/04/2017               | \$284,453,111 |
| 01/05/2017               | \$284,453,111 |
| 02/05/2017               | \$734,179,977 |
| 03/05/2017               | \$392,317,614 |
| 04/05/2017               | \$584,377,761 |
| 05/05/2017               | \$393,729,774 |
| 08/05/2017               | \$601,109,583 |
| 09/05/2017               | \$361,786,078 |
| 10/05/2017               | \$276,770,666 |
| 11/05/2017               | \$239,379,965 |
| 12/05/2017               | \$199,942,864 |
| 15/05/2017               | \$282,616,164 |
| 16/05/2017               | \$247,410,452 |
| 17/05/2017               | \$185,335,564 |
| 18/05/2017               | \$239,819,907 |
| 19/05/2017               | \$139,893,015 |
| 23/05/2017               | \$169,200,193 |
| 24/05/2017               | \$171,893,422 |
| 25/05/2017               | \$125,815,818 |
| 26/05/2017               | \$126,697,657 |
| 29/05/2017               | \$124,445,087 |
| 30/05/2017               | \$147,435,509 |
| 31/05/2017               | \$251,772,721 |
| 01/06/2017               | \$160,582,496 |
| 02/06/2017               | \$123,474,916 |
| 05/06/2017               | \$176,947,985 |
| 06/06/2017               | \$150,432,184 |

| Daily Transaction Values |               |
|--------------------------|---------------|
| Date (dd/mm/yyyy)        | Value         |
| 07/06/2017               | \$105,952,032 |
| 08/06/2017               | \$105,618,771 |
| 09/06/2017               | \$99,081,040  |
| 12/06/2017               | \$84,786,305  |
| 13/06/2017               | \$112,226,878 |
| 14/06/2017               | \$106,748,952 |
| 15/06/2017               | \$353,315,360 |
| 16/06/2017               | \$141,269,163 |
| 19/06/2017               | \$170,399,717 |
| 20/06/2017               | \$159,910,975 |
| 21/06/2017               | \$136,869,825 |
| 22/06/2017               | \$107,980,387 |
| 23/06/2017               | \$134,218,757 |
| 26/06/2017               | \$89,138,010  |
| 27/06/2017               | \$185,935,023 |
| 28/06/2017               | \$141,343,760 |
| 29/06/2017               | \$133,343,167 |
| 30/06/2017               | \$294,914,320 |
| 04/07/2017               | \$168,551,132 |
| 05/07/2017               | \$221,552,448 |
| 06/07/2017               | \$201,674,826 |
| 07/07/2017               | \$222,530,355 |
| 10/07/2017               | \$177,979,233 |
| 11/07/2017               | \$170,676,251 |
| 12/07/2017               | \$131,833,580 |
| 13/07/2017               | \$121,402,969 |
| 14/07/2017               | \$146,180,242 |
| 17/07/2017               | \$192,159,908 |
| 18/07/2017               | \$140,291,864 |
| 19/07/2017               | \$126,736,358 |
| 20/07/2017               | \$129,117,198 |
| 21/07/2017               | \$132,733,723 |
| 24/07/2017               | \$116,443,103 |
| 25/07/2017               | \$150,563,924 |
| 26/07/2017               | \$124,526,829 |
| 27/07/2017               | \$175,627,855 |
| 28/07/2017               | \$121,936,737 |
| 31/07/2017               | \$283,664,588 |
| 01/08/2017               | \$184,880,325 |
| 02/08/2017               | \$128,793,110 |
| 03/08/2017               | \$168,185,059 |
| 04/08/2017               | \$97,376,012  |
| 07/08/2017               | \$3,632,334   |
| 08/08/2017               | \$93,802,113  |

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Buyer ID - Id de l'acheteur  
**404ZG**  
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| Daily Transaction Values |               |
|--------------------------|---------------|
| Date (dd/mm/yyyy)        | Value         |
| 09/08/2017               | \$93,497,482  |
| 10/08/2017               | \$90,637,531  |
| 11/08/2017               | \$115,824,254 |
| 14/08/2017               | \$132,846,491 |
| 15/08/2017               | \$174,244,061 |
| 16/08/2017               | \$119,889,338 |
| 17/08/2017               | \$93,769,106  |
| 18/08/2017               | \$91,833,979  |
| 21/08/2017               | \$109,082,215 |
| 22/08/2017               | \$105,305,899 |
| 23/08/2017               | \$111,402,018 |
| 24/08/2017               | \$85,834,224  |
| 25/08/2017               | \$80,926,574  |
| 28/08/2017               | \$101,407,316 |
| 29/08/2017               | \$96,543,535  |
| 30/08/2017               | \$122,192,481 |
| 31/08/2017               | \$225,620,889 |
| 01/09/2017               | \$124,238,231 |
| 05/09/2017               | \$84,750,133  |
| 06/09/2017               | \$162,941,711 |
| 07/09/2017               | \$89,832,443  |
| 08/09/2017               | \$104,669,511 |
| 11/09/2017               | \$117,499,415 |
| 12/09/2017               | \$108,998,222 |
| 13/09/2017               | \$110,114,671 |
| 14/09/2017               | \$127,185,144 |
| 15/09/2017               | \$381,057,703 |
| 18/09/2017               | \$143,495,726 |
| 19/09/2017               | \$140,318,662 |
| 20/09/2017               | \$155,594,217 |
| 21/09/2017               | \$128,685,433 |
| 22/09/2017               | \$151,719,552 |
| 25/09/2017               | \$110,195,049 |
| 26/09/2017               | \$104,066,139 |
| 27/09/2017               | \$113,819,403 |
| 28/09/2017               | \$88,822,946  |
| 29/09/2017               | \$142,135,082 |
| 02/10/2017               | \$242,718,212 |
| 03/10/2017               | \$152,725,894 |
| 04/10/2017               | \$181,799,064 |
| 05/10/2017               | \$74,396,946  |
| 06/10/2017               | \$208,407,859 |
| 10/10/2017               | \$96,815,615  |
| 11/10/2017               | \$110,183,742 |

| Daily Transaction Values |               |
|--------------------------|---------------|
| Date (dd/mm/yyyy)        | Value         |
| 12/10/2017               | \$102,263,306 |
| 13/10/2017               | \$83,148,114  |
| 16/10/2017               | \$171,805,076 |
| 17/10/2017               | \$86,380,462  |
| 18/10/2017               | \$111,865,837 |
| 19/10/2017               | \$80,040,358  |
| 20/10/2017               | \$102,470,726 |
| 23/10/2017               | \$121,255,869 |
| 24/10/2017               | \$129,724,700 |
| 25/10/2017               | \$89,854,981  |
| 26/10/2017               | \$98,920,957  |
| 27/10/2017               | \$90,672,783  |
| 30/10/2017               | \$104,808,298 |
| 31/10/2017               | \$262,816,223 |
| 01/11/2017               | \$157,955,756 |
| 02/11/2017               | \$132,906,859 |
| 03/11/2017               | \$117,133,962 |
| 06/11/2017               | \$152,097,123 |
| 07/11/2017               | \$79,133,490  |
| 08/11/2017               | \$89,237,073  |
| 09/11/2017               | \$93,412,091  |
| 10/11/2017               | \$56,645,382  |
| 14/11/2017               | \$75,796,795  |
| 15/11/2017               | \$143,313,508 |
| 16/11/2017               | \$51,458,838  |
| 17/11/2017               | \$62,394,569  |
| 20/11/2017               | \$104,340,787 |
| 21/11/2017               | \$62,724,412  |
| 22/11/2017               | \$68,489,276  |
| 23/11/2017               | \$100,094,975 |
| 24/11/2017               | \$106,985,012 |
| 27/11/2017               | \$123,011,043 |
| 28/11/2017               | \$97,855,570  |
| 29/11/2017               | \$143,536,163 |
| 30/11/2017               | \$148,835,623 |
| 01/12/2017               | \$195,496,620 |
| 04/12/2017               | \$156,569,055 |
| 05/12/2017               | \$165,303,959 |
| 06/12/2017               | \$134,837,730 |
| 07/12/2017               | \$184,141,028 |
| 08/12/2017               | \$104,067,083 |
| 11/12/2017               | \$135,620,319 |
| 12/12/2017               | \$114,802,865 |
| 13/12/2017               | \$91,638,079  |

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| Daily Transaction Values |               |
|--------------------------|---------------|
| Date (dd/mm/yyyy)        | Value         |
| 14/12/2017               | \$123,081,724 |
| 15/12/2017               | \$372,729,909 |
| 18/12/2017               | \$157,706,008 |
| 19/12/2017               | \$159,797,408 |
| 20/12/2017               | \$158,447,901 |
| 21/12/2017               | \$150,516,650 |
| 22/12/2017               | \$132,716,128 |
| 27/12/2017               | \$126,052,806 |
| 28/12/2017               | \$93,520,949  |
| 29/12/2017               | \$164,956,518 |
| 02/01/2018               | \$180,757,888 |
| 03/01/2018               | \$203,075,021 |
| 04/01/2018               | \$206,239,698 |
| 05/01/2018               | \$245,846,772 |
| 08/01/2018               | \$170,657,475 |
| 09/01/2018               | \$96,344,418  |
| 10/01/2018               | \$146,839,539 |
| 11/01/2018               | \$116,270,512 |
| 12/01/2018               | \$95,340,363  |
| 15/01/2018               | \$135,544,698 |
| 16/01/2018               | \$120,466,810 |
| 17/01/2018               | \$104,293,197 |
| 18/01/2018               | \$119,145,330 |
| 19/01/2018               | \$145,711,384 |
| 22/01/2018               | \$120,946,860 |
| 23/01/2018               | \$123,717,306 |
| 24/01/2018               | \$108,756,737 |
| 25/01/2018               | \$105,636,106 |
| 26/01/2018               | \$127,121,934 |
| 29/01/2018               | \$128,341,953 |
| 30/01/2018               | \$106,941,380 |
| 31/01/2018               | \$236,225,025 |
| 01/02/2018               | \$182,332,203 |
| 02/02/2018               | \$197,774,020 |
| 05/02/2018               | \$106,968,976 |
| 06/02/2018               | \$213,420,435 |
| 07/02/2018               | \$104,944,777 |
| 08/02/2018               | \$108,606,060 |
| 09/02/2018               | \$94,961,279  |
| 12/02/2018               | \$83,800,230  |
| 13/02/2018               | \$81,883,794  |
| 14/02/2018               | \$112,250,579 |
| 15/02/2018               | \$118,674,563 |
| 16/02/2018               | \$102,783,943 |

| Daily Transaction Values |               |
|--------------------------|---------------|
| Date (dd/mm/yyyy)        | Value         |
| 19/02/2018               | \$28,545,043  |
| 20/02/2018               | \$198,190,304 |
| 21/02/2018               | \$99,938,474  |
| 22/02/2018               | \$47,905,195  |
| 23/02/2018               | \$181,071,532 |
| 26/02/2018               | \$119,325,770 |
| 27/02/2018               | \$159,309,003 |
| 28/02/2018               | \$278,005,847 |
| 01/03/2018               | \$241,042,370 |
| 02/03/2018               | \$327,708,359 |
| 05/03/2018               | \$303,161,403 |
| 06/03/2018               | \$306,254,107 |
| 07/03/2018               | \$219,822,688 |
| 08/03/2018               | \$149,750,205 |
| 09/03/2018               | \$156,147,626 |
| 12/03/2018               | \$135,168,565 |
| 13/03/2018               | \$109,003,524 |
| 14/03/2018               | \$110,959,420 |
| 15/03/2018               | \$249,527,945 |
| 16/03/2018               | \$140,649,311 |
| 19/03/2018               | \$140,921,228 |
| 20/03/2018               | \$127,284,806 |
| 21/03/2018               | \$201,040,187 |
| 22/03/2018               | \$149,430,620 |
| 23/03/2018               | \$166,938,190 |
| 26/03/2018               | \$93,344,603  |
| 27/03/2018               | \$177,197,554 |
| 28/03/2018               | \$128,976,666 |
| 29/03/2018               | \$174,688,692 |
| 03/04/2018               | \$108,119,536 |
| 04/04/2018               | \$340,046,952 |
| 05/04/2018               | \$227,715,405 |
| 06/04/2018               | \$279,986,296 |
| 09/04/2018               | \$209,713,723 |
| 10/04/2018               | \$196,108,158 |
| 11/04/2018               | \$193,244,406 |
| 12/04/2018               | \$204,858,067 |
| 13/04/2018               | \$180,147,725 |
| 16/04/2018               | \$117,940,742 |
| 17/04/2018               | \$123,062,159 |
| 18/04/2018               | \$158,240,234 |
| 19/04/2018               | \$172,350,045 |
| 20/04/2018               | \$89,044,233  |
| 23/04/2018               | \$265,168,134 |

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| Daily Transaction Values |               |
|--------------------------|---------------|
| Date (dd/mm/yyyy)        | Value         |
| 24/04/2018               | \$192,180,988 |
| 25/04/2018               | \$180,848,469 |
| 26/04/2018               | \$137,615,696 |
| 27/04/2018               | \$348,285,062 |
| 30/04/2018               | \$553,150,366 |
| 01/05/2018               | \$384,176,566 |
| 02/05/2018               | \$347,284,084 |
| 03/05/2018               | \$328,377,391 |
| 04/05/2018               | \$431,250,781 |
| 07/05/2018               | \$707,241,670 |
| 08/05/2018               | \$246,072,086 |
| 09/05/2018               | \$626,497,981 |
| 10/05/2018               | \$425,360,079 |
| 11/05/2018               | \$240,986,958 |
| 14/05/2018               | \$291,961,410 |
| 15/05/2018               | \$270,983,092 |
| 16/05/2018               | \$248,377,809 |
| 17/05/2018               | \$293,750,617 |
| 18/05/2018               | \$222,492,907 |
| 22/05/2018               | \$186,261,226 |
| 23/05/2018               | \$181,603,640 |
| 24/05/2018               | \$180,522,571 |
| 25/05/2018               | \$178,074,925 |
| 28/05/2018               | \$172,735,225 |
| 29/05/2018               | \$118,212,483 |
| 30/05/2018               | \$179,375,170 |
| 31/05/2018               | \$229,780,202 |
| 01/06/2018               | \$127,835,591 |
| 04/06/2018               | \$159,144,594 |
| 05/06/2018               | \$119,585,826 |
| 06/06/2018               | \$131,563,440 |
| 07/06/2018               | \$174,819,169 |
| 08/06/2018               | \$155,060,558 |
| 11/06/2018               | \$73,386,049  |
| 12/06/2018               | \$109,115,104 |
| 13/06/2018               | \$71,567,561  |
| 14/06/2018               | \$115,616,397 |
| 15/06/2018               | \$303,595,867 |
| 18/06/2018               | \$116,237,634 |
| 19/06/2018               | \$122,779,696 |
| 20/06/2018               | \$153,223,929 |
| 21/06/2018               | \$134,173,104 |
| 22/06/2018               | \$128,036,925 |
| 25/06/2018               | \$56,468,014  |

| Daily Transaction Values |               |
|--------------------------|---------------|
| Date (dd/mm/yyyy)        | Value         |
| 26/06/2018               | \$120,722,781 |
| 27/06/2018               | \$128,625,729 |
| 28/06/2018               | \$218,308,090 |
| 29/06/2018               | \$137,181,495 |
| 03/07/2018               | \$286,348,127 |
| 04/07/2018               | \$263,045,389 |
| 05/07/2018               | \$206,212,713 |
| 06/07/2018               | \$113,989,233 |
| 09/07/2018               | \$296,123,523 |
| 10/07/2018               | \$41,093,496  |
| 11/07/2018               | \$37,253,563  |
| 12/07/2018               | \$372,479,382 |
| 13/07/2018               | \$170,887,489 |
| 16/07/2018               | \$166,646,698 |
| 17/07/2018               | \$142,687,944 |
| 18/07/2018               | \$170,957,813 |
| 19/07/2018               | \$181,753,878 |
| 20/07/2018               | \$142,504,039 |
| 23/07/2018               | \$125,167,057 |
| 24/07/2018               | \$145,004,401 |
| 25/07/2018               | \$125,355,564 |
| 26/07/2018               | \$136,041,355 |
| 27/07/2018               | \$111,876,832 |
| 30/07/2018               | \$168,324,433 |
| 31/07/2018               | \$211,353,559 |
| 01/08/2018               | \$192,743,956 |
| 02/08/2018               | \$149,578,365 |
| 03/08/2018               | \$90,666,583  |
| 06/08/2018               | \$117,411,753 |
| 07/08/2018               | \$99,810,391  |
| 08/08/2018               | \$118,260,741 |
| 09/08/2018               | \$119,425,493 |
| 10/08/2018               | \$115,444,696 |
| 13/08/2018               | \$95,450,010  |
| 14/08/2018               | \$88,453,374  |
| 15/08/2018               | \$122,074,553 |
| 16/08/2018               | \$140,681,651 |
| 17/08/2018               | \$154,377,733 |
| 20/08/2018               | \$84,040,452  |
| 21/08/2018               | \$104,062,953 |
| 22/08/2018               | \$99,490,161  |
| 23/08/2018               | \$94,400,361  |
| 24/08/2018               | \$116,820,835 |
| 27/08/2018               | \$86,245,694  |

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| Daily Transaction Values |               |
|--------------------------|---------------|
| Date (dd/mm/yyyy)        | Value         |
| 28/08/2018               | \$76,887,635  |
| 29/08/2018               | \$109,201,918 |
| 30/08/2018               | \$88,995,910  |
| 31/08/2018               | \$205,160,825 |
| 04/09/2018               | \$140,749,595 |
| 05/09/2018               | \$173,099,700 |
| 06/09/2018               | \$172,399,551 |
| 07/09/2018               | \$129,002,615 |
| 10/09/2018               | \$127,683,579 |
| 11/09/2018               | \$77,694,798  |
| 12/09/2018               | \$137,052,581 |
| 13/09/2018               | \$82,892,736  |
| 14/09/2018               | \$90,665,333  |
| 17/09/2018               | \$338,256,301 |
| 18/09/2018               | \$142,951,512 |
| 19/09/2018               | \$172,713,004 |
| 20/09/2018               | \$141,154,912 |
| 21/09/2018               | \$117,147,722 |
| 24/09/2018               | \$155,738,069 |
| 25/09/2018               | \$184,579,112 |
| 26/09/2018               | \$154,520,436 |
| 27/09/2018               | \$67,243,443  |
| 28/09/2018               | \$218,639,255 |

**ANNEX A, APPENDIX 8**  
**CRA DEPOSIT FACILITY VOLUME AND VALUE FORECASTS FOR 2019 TO 2024****CRA DEPOSIT FACILITIES**  
**CHEQUE VOLUME STATISTICS**  
**AUGUST 2019 - JULY 2020**

| TAXATION OFFICE | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19  | Jan-20  | Feb-20  | Mar-20  | Apr-20  | May-20  | Jun-20  | Jul-20  |
|-----------------|--------|--------|--------|--------|---------|---------|---------|---------|---------|---------|---------|---------|
| SUDBURY TC      |        |        |        |        | 252,489 | 281,336 | 219,679 | 272,878 | 312,757 | 502,850 | 298,197 | 240,120 |
| WINNIPEG TC     | 65,953 | 67,227 | 68,934 | 53,745 | 65,951  | 72,237  | 58,801  | 70,394  | 79,084  | 120,508 | 75,911  | 63,256  |
| <b>TOTAL</b>    | 65,953 | 67,227 | 68,934 | 53,745 | 318,440 | 353,573 | 278,480 | 343,272 | 391,841 | 623,358 | 374,108 | 303,376 |

**CRA DEPOSIT FACILITIES**  
**CHEQUE VOLUME STATISTICS**  
**AUGUST 2020 - JULY 2021**

| TAXATION OFFICE | Aug-20  | Sep-20  | Oct-20  | Nov-20  | Dec-20  | Jan-21  | Feb-21  | Mar-21  | Apr-21  | May-21  | Jun-21  | Jul-21  |
|-----------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| SUDBURY TC      | 252,497 | 258,342 | 266,179 | 196,476 | 252,489 | 281,336 | 219,679 | 272,878 | 312,757 | 502,850 | 298,197 | 240,120 |
| WINNIPEG TC     | 65,953  | 67,227  | 68,934  | 53,745  | 65,951  | 72,237  | 58,801  | 70,394  | 79,084  | 120,508 | 75,911  | 63,256  |
| <b>TOTAL</b>    | 318,450 | 325,569 | 335,113 | 250,221 | 318,440 | 353,573 | 278,480 | 343,272 | 391,841 | 623,358 | 374,108 | 303,376 |

**CRA DEPOSIT FACILITIES**  
**CHEQUE VOLUME STATISTICS**  
**AUGUST 2021 - JULY 2022**

| TAXATION OFFICE | Aug-21  | Sep-21  | Oct-21  | Nov-21  | Dec-21  | Jan-22  | Feb-22  | Mar-22  | Apr-22  | May-22  | Jun-22  | Jul-22  |
|-----------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| SUDBURY TC      | 224,394 | 229,588 | 236,553 | 174,608 | 224,387 | 250,024 | 195,229 | 242,506 | 277,947 | 446,883 | 265,007 | 213,394 |
| WINNIPEG TC     | 58,612  | 59,745  | 61,262  | 47,763  | 58,611  | 64,197  | 52,256  | 62,559  | 70,282  | 107,095 | 67,462  | 56,216  |
| <b>TOTAL</b>    | 283,006 | 289,333 | 297,815 | 222,371 | 282,998 | 314,220 | 247,485 | 305,065 | 348,229 | 553,978 | 332,469 | 269,610 |

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**CRA DEPOSIT FACILITIES**  
**CHEQUE VOLUME STATISTICS**  
**AUGUST 2022 - JULY 2023**

| TAXATION OFFICE | Aug-22  | Sep-22  | Oct-22  | Nov-22  | Dec-22  | Jan-23  | Feb-23  | Mar-23  | Apr-23  | May-23  | Jun-23  | Jul-23  |
|-----------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| SUDBURY TC      | 199,419 | 204,035 | 210,225 | 155,174 | 199,413 | 222,196 | 173,500 | 215,515 | 247,011 | 397,145 | 235,512 | 189,644 |
| WINNIPEG TC     | 52,089  | 53,095  | 54,443  | 42,447  | 52,087  | 57,052  | 46,440  | 55,596  | 62,460  | 95,176  | 59,954  | 49,959  |
| <b>TOTAL</b>    | 251,508 | 257,130 | 264,668 | 197,621 | 251,500 | 279,248 | 219,940 | 271,112 | 309,471 | 492,321 | 295,466 | 239,602 |

**CRA DEPOSIT FACILITIES**  
**CHEQUE VOLUME STATISTICS**  
**AUGUST 2023 - JULY 2024**

| TAXATION OFFICE | Aug-23  | Sep-23  | Oct-23  | Nov-23  | Dec-23  | Jan-24  | Feb-24  | Mar-24  | Apr-24  | May-24  | Jun-24  | Jul-24  |
|-----------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| SUDBURY TC      | 177,224 | 181,326 | 186,827 | 137,903 | 177,218 | 197,465 | 154,190 | 191,529 | 219,519 | 352,943 | 209,300 | 168,536 |
| WINNIPEG TC     | 46,291  | 47,186  | 48,384  | 37,723  | 46,290  | 50,702  | 41,271  | 49,408  | 55,508  | 84,583  | 53,281  | 44,398  |
| <b>TOTAL</b>    | 223,515 | 228,512 | 235,210 | 175,626 | 223,508 | 248,167 | 195,461 | 240,937 | 275,027 | 437,525 | 262,580 | 212,935 |

**CRA DEPOSIT FACILITIES**  
**CHEQUE VOLUME STATISTICS**  
**AUGUST 2024 - JULY 2025**

| TAXATION OFFICE | Aug-24  | Sep-24  | Oct-24  | Nov-24  | Dec-24  | Jan-25  | Feb-25  | Mar-25  | Apr-25  | May-25  | Jun-25  | Jul-25  |
|-----------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| SUDBURY TC      | 157,499 | 161,145 | 166,033 | 122,555 | 157,494 | 175,488 | 137,028 | 170,211 | 195,087 | 313,660 | 186,004 | 149,778 |
| WINNIPEG TC     | 41,139  | 41,934  | 42,999  | 33,524  | 41,138  | 45,059  | 36,678  | 43,909  | 49,330  | 75,169  | 47,351  | 39,457  |
| <b>TOTAL</b>    | 198,638 | 203,078 | 209,031 | 156,079 | 198,632 | 220,546 | 173,706 | 214,121 | 244,416 | 388,829 | 233,355 | 189,235 |

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CCC No./N° CCC - FMS

## VALUE FORECASTS

### CRA DEPOSIT FACILITIES CHEQUE VALUE STATISTICS AUGUST 2019 - JULY 2020

| TAXATION OFFICE | Aug-19        | Sep-19        | Oct-19        | Nov-19        | Dec-19          | Jan-20          | Feb-20          | Mar-20          | Apr-20          | May-20          | Jun-20          | Jul-20          |
|-----------------|---------------|---------------|---------------|---------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| SUDBURY TC      | \$0           | \$0           | \$0           | \$0           | \$1,757,831,544 | \$1,958,662,922 | \$1,529,407,734 | \$1,899,774,408 | \$2,177,412,051 | \$3,500,843,878 | \$2,076,044,660 | \$1,671,713,424 |
| WINNIPEG TC     | \$459,164,394 | \$468,033,982 | \$479,918,116 | \$374,172,298 | \$459,150,470   | \$502,913,602   | \$409,372,170   | \$490,082,636   | \$550,582,416   | \$838,976,304   | \$528,491,990   | \$440,387,880   |
| <b>TOTAL</b>    | \$459,164,394 | \$468,033,982 | \$479,918,116 | \$374,172,298 | \$2,216,982,014 | \$2,461,576,524 | \$1,938,779,904 | \$2,389,857,044 | \$2,727,994,467 | \$4,339,820,182 | \$2,604,536,650 | \$2,112,101,304 |

### CRA DEPOSIT FACILITIES CHEQUE VALUE STATISTICS AUGUST 2020 - JULY 2021

| TAXATION OFFICE | Aug-20          | Sep-20          | Oct-20          | Nov-20          | Dec-20          | Jan-21          | Feb-21          | Mar-21          | Apr-21          | May-21          | Jun-21          | Jul-21          |
|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| SUDBURY TC      | \$1,845,751,424 | \$1,888,479,235 | \$1,945,766,519 | \$1,436,237,507 | \$1,845,697,872 | \$2,056,567,934 | \$1,605,856,153 | \$1,994,735,841 | \$2,286,251,378 | \$3,675,835,787 | \$2,179,817,074 | \$1,755,275,083 |
| WINNIPEG TC     | \$482,116,019   | \$491,428,959   | \$503,907,129   | \$392,875,539   | \$482,101,399   | \$528,052,059   | \$429,834,899   | \$514,579,729   | \$578,103,629   | \$880,913,069   | \$554,908,999   | \$462,400,949   |
| <b>TOTAL</b>    | \$2,327,867,443 | \$2,379,908,194 | \$2,449,673,648 | \$1,829,113,046 | \$2,327,799,271 | \$2,584,619,993 | \$2,035,691,051 | \$2,509,315,569 | \$2,864,355,006 | \$4,556,748,856 | \$2,734,726,072 | \$2,217,676,032 |

### CRA DEPOSIT FACILITIES CHEQUE VALUE STATISTICS AUGUST 2021 - JULY 2022

| TAXATION OFFICE | Aug-21          | Sep-21          | Oct-21          | Nov-21          | Dec-21          | Jan-22          | Feb-22          | Mar-22          | Apr-22          | May-22          | Jun-22          | Jul-22          |
|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| SUDBURY TC      | \$1,722,447,452 | \$1,762,320,865 | \$1,815,781,117 | \$1,340,290,790 | \$1,722,397,478 | \$1,919,180,531 | \$1,498,578,196 | \$1,861,479,082 | \$2,133,520,153 | \$3,430,274,469 | \$2,034,196,109 | \$1,638,015,312 |
| WINNIPEG TC     | \$449,908,637   | \$458,599,434   | \$470,244,009   | \$366,629,797   | \$449,894,994   | \$492,775,956   | \$401,120,116   | \$480,203,635   | \$539,483,870   | \$822,064,364   | \$517,838,739   | \$431,510,617   |
| <b>TOTAL</b>    | \$2,172,356,090 | \$2,220,920,299 | \$2,286,025,127 | \$1,706,920,587 | \$2,172,292,472 | \$2,411,956,487 | \$1,899,698,312 | \$2,341,682,716 | \$2,673,004,023 | \$4,252,338,833 | \$2,552,034,848 | \$2,069,525,929 |

### CRA DEPOSIT FACILITIES CHEQUE VALUE STATISTICS AUGUST 2022 - JULY 2023

| TAXATION OFFICE | Aug-22          | Sep-22          | Oct-22          | Nov-22          | Dec-22          | Jan-23          | Feb-23          | Mar-23          | Apr-23          | May-23          | Jun-23          | Jul-23          |
|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| SUDBURY TC      | \$1,607,315,887 | \$1,644,524,088 | \$1,694,410,958 | \$1,250,703,281 | \$1,607,269,253 | \$1,790,898,964 | \$1,398,410,465 | \$1,737,054,386 | \$1,990,911,730 | \$3,200,988,595 | \$1,898,226,688 | \$1,528,527,347 |
| WINNIPEG TC     | \$419,835,914   | \$427,945,801   | \$438,812,032   | \$342,123,585   | \$419,823,183   | \$459,837,902   | \$374,308,508   | \$448,105,938   | \$503,423,773   | \$767,116,065   | \$483,225,443   | \$402,667,651   |
| <b>TOTAL</b>    | \$2,027,151,801 | \$2,072,469,889 | \$2,133,222,990 | \$1,592,826,866 | \$2,027,092,436 | \$2,250,736,866 | \$1,772,718,972 | \$2,185,160,324 | \$2,494,335,503 | \$3,968,104,661 | \$2,381,452,131 | \$1,931,194,998 |



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CRA DEPOSIT FACILITIES  
CHEQUE VALUE STATISTICS  
AUGUST 2023 - JULY 2024

| TAXATION OFFICE | Aug-23          | Sep-23          | Oct-23          | Nov-23          | Dec-23          | Jan-24          | Feb-24          | Mar-24          | Apr-24          | May-24          | Jun-24          | Jul-24          |
|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| SUDBURY TC      | \$1,499,842,710 | \$1,534,562,985 | \$1,581,114,169 | \$1,167,075,006 | \$1,499,799,195 | \$1,671,150,505 | \$1,304,905,749 | \$1,620,906,245 | \$1,857,789,417 | \$2,986,954,493 | \$1,771,301,761 | \$1,426,322,366 |
| WINNIPEG TC     | \$391,763,586   | \$399,331,205   | \$409,470,866   | \$319,247,492   | \$391,751,705   | \$429,090,841   | \$349,280,369   | \$418,143,334   | \$469,762,343   | \$715,822,850   | \$450,914,574   | \$375,743,279   |
| TOTAL           | \$1,891,606,296 | \$1,933,894,190 | \$1,990,585,035 | \$1,486,322,498 | \$1,891,550,900 | \$2,100,241,346 | \$1,654,186,118 | \$2,039,049,579 | \$2,327,551,760 | \$3,702,777,343 | \$2,222,216,334 | \$1,802,065,644 |

CRA DEPOSIT FACILITIES  
CHEQUE VALUE STATISTICS  
AUGUST 2024 - JULY 2025

| TAXATION OFFICE | Aug-24          | Sep-24          | Oct-24          | Nov-24          | Dec-24          | Jan-25          | Feb-25          | Mar-25          | Apr-25          | May-25          | Jun-25          | Jul-25          |
|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| SUDBURY TC      | \$1,399,532,103 | \$1,431,930,259 | \$1,475,368,065 | \$1,089,020,153 | \$1,399,491,497 | \$1,559,382,703 | \$1,217,632,672 | \$1,512,498,817 | \$1,733,539,065 | \$2,787,184,732 | \$1,652,835,768 | \$1,330,928,854 |
| WINNIPEG TC     | \$365,562,143   | \$372,623,634   | \$382,085,146   | \$297,895,980   | \$365,551,057   | \$400,392,923   | \$325,920,236   | \$390,177,594   | \$438,344,284   | \$667,948,080   | \$420,757,068   | \$350,613,286   |
| TOTAL           | \$1,765,094,245 | \$1,804,553,893 | \$1,857,453,212 | \$1,386,916,132 | \$1,765,042,554 | \$1,959,775,626 | \$1,543,552,908 | \$1,902,676,411 | \$2,171,883,349 | \$3,455,132,811 | \$2,073,592,836 | \$1,681,542,140 |

CHARGEBACK FORECASTS

CRA DEPOSIT FACILITIES  
CHARGEBACK VOLUME STATISTICS  
AUGUST 2019 - JULY 2020

|             | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | Jul-20 |
|-------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| CHARGEBACKS | 660    | 672    | 689    | 537    | 3,184  | 3,536  | 2,785  | 3,433  | 3,918  | 6,234  | 3,741  | 3,034  |

CRA DEPOSIT FACILITIES  
CHARGEBACK VOLUME STATISTICS  
AUGUST 2020 - JULY 2021

|             | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | Jan-21 | Feb-21 | Mar-21 | Apr-21 | May-21 | Jun-21 | Jul-21 |
|-------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| CHARGEBACKS | 3,184  | 3,256  | 3,351  | 2,502  | 3,184  | 3,536  | 2,785  | 3,433  | 3,918  | 6,234  | 3,741  | 3,034  |

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**CRA DEPOSIT FACILITIES**  
**CHARGEBACK VOLUME STATISTICS**  
**AUGUST 2021 - JULY 2022**

|             | Aug-21 | Sep-21 | Oct-21 | Nov-21 | Dec-21 | Jan-22 | Feb-22 | Mar-22 | Apr-22 | May-22 | Jun-22 | Jul-22 |
|-------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| CHARGEBACKS | 2,830  | 2,893  | 2,978  | 2,224  | 2,830  | 3,142  | 2,475  | 3,051  | 3,482  | 5,540  | 3,325  | 2,696  |

**CRA DEPOSIT FACILITIES**  
**CHARGEBACK VOLUME STATISTICS**  
**AUGUST 2022 - JULY 2023**

|             | Aug-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | Jun-23 | Jul-23 |
|-------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| CHARGEBACKS | 2,515  | 2,571  | 2,647  | 1,976  | 2,515  | 2,792  | 2,199  | 2,711  | 3,095  | 4,923  | 2,955  | 2,396  |

**CRA DEPOSIT FACILITIES**  
**CHARGEBACK VOLUME STATISTICS**  
**AUGUST 2023 - JULY 2024**

|             | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Dec-23 | Jan-24 | Feb-24 | Mar-24 | Apr-24 | May-24 | Jun-24 | Jul-24 |
|-------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| CHARGEBACKS | 2,235  | 2,285  | 2,352  | 1,756  | 2,235  | 2,482  | 1,955  | 2,409  | 2,750  | 4,375  | 2,626  | 2,129  |

**CRA DEPOSIT FACILITIES**  
**CHARGEBACK VOLUME STATISTICS**  
**AUGUST 2024 - JULY 2025**

|             | Aug-24 | Sep-24 | Oct-24 | Nov-24 | Dec-24 | Jan-25 | Feb-25 | Mar-25 | Apr-25 | May-25 | Jun-25 | Jul-25 |
|-------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| CHARGEBACKS | 1,986  | 2,031  | 2,090  | 1,561  | 1,986  | 2,205  | 1,737  | 2,141  | 2,444  | 3,888  | 2,334  | 1,892  |

|  |                            |                             |
|--|----------------------------|-----------------------------|
| Solicitation No. - N° de l'invitation  | Amd. No. - N° de la modif. | Buyer ID - Id de l'acheteur |
| EN891-182629/B                         |                            | 404ZG                       |
| Client Ref. No. - N° de réf. du client | File No. - N° du dossier   | CCC No./N° CCC - FMS        |
| EN891-182629                           | 404ZGEN891-182629/A        |                             |

ANNEX A, APPENDIX 9  
CRA TAX CENTRES

Contract Locations (ICP File Exchange)

**Winnipeg Tax Centre**  
*(ICP File Exchange)*  
66 Stapon Road  
Winnipeg, Manitoba  
R3C 3M2

**Sudbury Tax Centre**  
*(ICP File Exchange)*  
1050 Notre Dame Avenue  
Sudbury, Ontario  
P3A 5C1

Optional Service Locations – (Physical Deposit)

-Please note that processing at these locations would only be enacted through a formal contract amendment.

**Prince Edward Island Tax Centre**

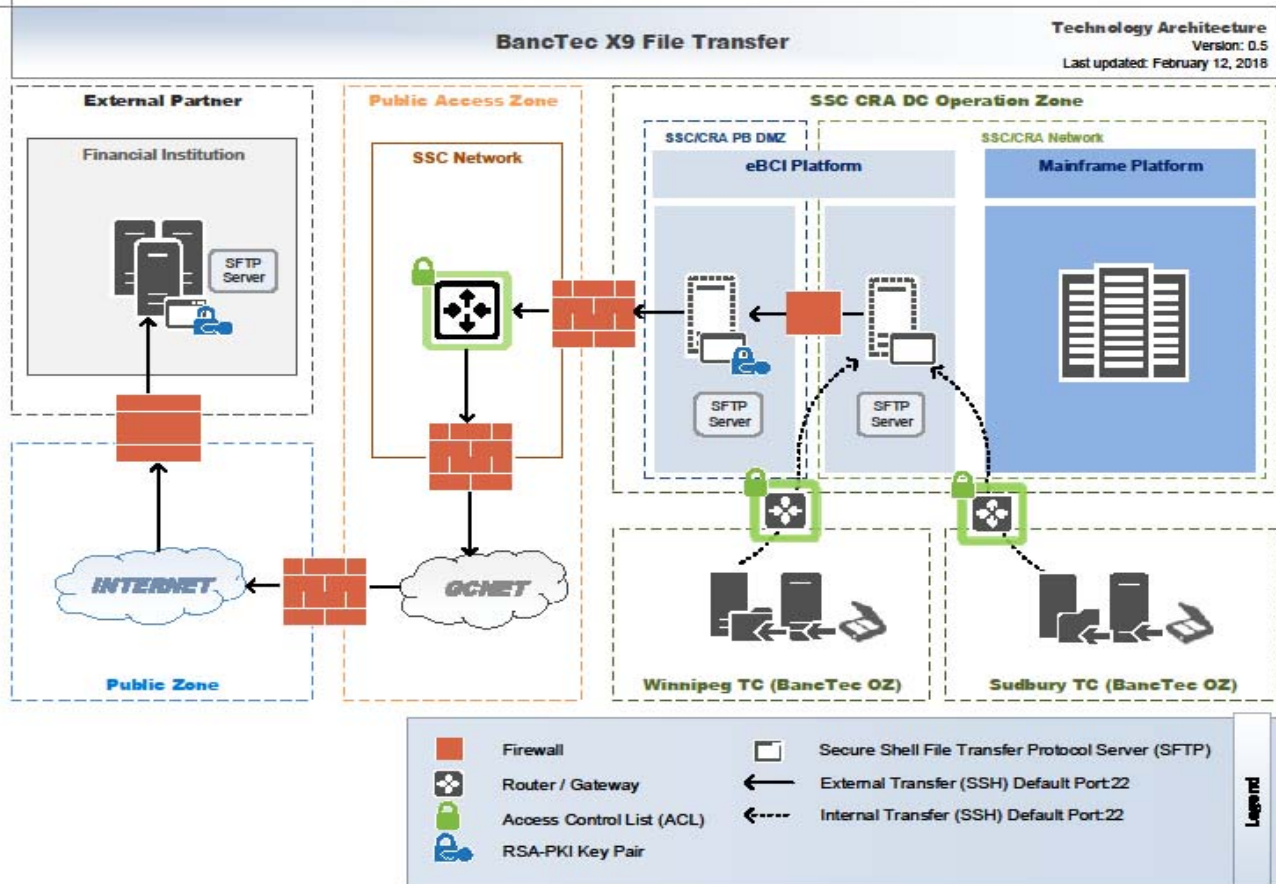
*(Physical Deposit)*  
275 Pope Road  
Summerside, PEI  
C1N 5Z7

**Jonquiere Tax Centre**

*(Physical Deposit)*  
2251 Boul. Rene-Levesque  
Jonquiere, Quebec  
G7S 5J1

## ANNEX A, APPENDIX 10

### ICP FILE EXCHANGE



SFTP servers provide Secure Shell (SSH) public key authentication methods for clients to authenticate. SSH supports the following CRA approved digital signature algorithms for public key authentication methods: Digital Signature Algorithm (DSA) and Rivest-Shamir-Adleman Algorithm (RSA). The public key authentication method allows clients to log into the SFTP server without entering a password allowing for automated file transfers. SSH provides the encrypted channel for authenticating the client of a machine over the network and the SSH client provides the client with a session ("shell") on the remote machine. When connecting to the external partner (financial institution) remote host via the SSH session, CRA will use a RSA-PKI key pair to automatically authenticate. Within the authenticated session the CRA SFTP server will be able to transfer the outbound files to the external partner.

When transferring files to the external partner the following process will be used:

1. The X9 files at each TC will be sent to the CRA SFTP server located in the SSC CRA DC Operations Zone.
2. CRA SFTP server will then connect to the financial institution via SSH using the 2048 bit RSA key-pair to establish a SSH session.

3. Within the SSH session the X9 files are sent the FI SFTP server.
4. Once the X9 files are received at the FI SFTP server they are forwarded to FI internal processing servers and a confirmation email is sent daily indicating that all X9 files for that day have been received.
5. Although transitory X9 files located on the CRA FTP server can be removed after the daily confirmation email has been received. A retention period of 10 days will be used on the server to enable to the ability to resend files if needed.

Specific IP addresses will need to be added to the network firewall rules to allow SFTP to transfer outside the SSC CRA PB DMZ. If and when the a new financial institution is named as Lead Bank the new firewall rules will need to be created and the old ones will need to be removed.

BancTec operation zones (network subnets) networking infrastructure in Sudbury and Winnipeg will require Access Control List (ACL) modifications to permit the outgoing file transfers to the SFTP servers located in the SSC CRA DC Operations Zone.

All encryption algorithms use CSE/CRA approved encryption algorithms as specified in Cryptographic Algorithms for UNCLASSIFIED, PROTECTED A, and PROTECTED B Information<sup>1</sup>.

The Rivest, Shamir, Adleman (RSA)-based key-transport and key-agreement schemes as specified in NIST SP 800 56B Revision 1: Recommendation for Pair-Wise Key-Establishment Schemes Using Integer Factorization Cryptography [14] with an RSA modulus length of at least 2048 bits are approved for key establishment for protecting PROTECTED A and PROTECTED B information<sup>2</sup>.

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<sup>1</sup> CSE Standard: <https://www.cse-cst.gc.ca/en/node/1831/html/26515>

<sup>2</sup> See section 5 of <https://www.cse-cst.gc.ca/en/node/1830/html/26507> for the CSE guidance for SSH cipher configuration recommendations.

## ANNEX B, BASIS OF PAYMENT

During the period of the Contract, the Contractor will be paid as specified below, for Work performed in accordance with the Contract. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax (GST/HST) is extra, if applicable.

### 1. Cheque Image Deposits

Firm unit fee per cheque image. As described in the Statement of Work Section (2.3) – “Image File Deposits”

|                         | Year 1 | Year 2 | Year 3 | Year 4 | Option Year 1 | Option Year 2 |
|-------------------------|--------|--------|--------|--------|---------------|---------------|
| <b>Cheque Image Fee</b> | \$     | \$     | \$     | \$     | \$            | \$            |

### 2. Chargeback Processing

Firm unit fee per chargeback. As described in the Statement of Work Section (2.4.1) – “Chargebacks”

|                       | Year 1 | Year 2 | Year 3 | Year 4 | Option Year 1 | Option Year 2 |
|-----------------------|--------|--------|--------|--------|---------------|---------------|
| <b>Chargeback Fee</b> | \$     | \$     | \$     | \$     | \$            | \$            |

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File No. - N° du dossier  
**404ZGEN891-182629**

Buyer ID - Id de l'acheteur  
**404ZG**  
CCC No./N° CCC - FMS No./N° VME

**3. Physical Cheque Deposits**

Firm unit fee per physical cheque. As described in the Statement of Work Section (2.8) – “Optional Service – Physical Cheque Deposits”. Please note that this optional service would be enacted only through a formal contract amendment.


|                   | Year 1 | Year 2 | Year 3 | Year 4 | Option Year 1 | Option Year 2 |
|-------------------|--------|--------|--------|--------|---------------|---------------|
| <b>Cheque Fee</b> | \$     | \$     | \$     | \$     | \$            | \$            |

Solicitation No. - N° de l'invitation  
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## ANNEX C, SECURITY REQUIREMENTS CHECK LIST

|   |  |  |
|---|--|--|
|  | Government of Canada<br>Gouvernement du Canada | Contract Number / Numéro du contrat<br>EN891-82629<br>Security Classification / Classification de sécurité<br>UNCLASSIFIED |
|---|--|--|

| SECURITY REQUIREMENTS CHECK LIST (SRCL)<br>LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)  |   |  |
|---|---|--|
| PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE  |   |  |
| 1. Originating Government Department or Organization /<br>Ministère ou organisme gouvernemental d'origine   | Public Works and Government Services<br>Canada                            | 2. Branch or Directorate / Direction générale ou Direction<br>BAD/RGPB                         |
| 3. a) Subcontract Number / Numéro du contrat de sous-traitance  | 3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant |  |
| 4. Brief Description of Work / Brève description du travail<br>To provide for a Request for Proposal (RFP) for image deposit services for the Canada Revenue Agency (CRA) as detailed in the Statement of Work (SOW)  |   |  |
| 5. a) Will the supplier require access to Controlled Goods?<br>Le fournisseur aura-t-il accès à des marchandises contrôlées?  |   | <input checked="" type="checkbox"/> No<br><input type="checkbox"/> Yes                         |
| 5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations?<br>Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?  |   | <input checked="" type="checkbox"/> No<br><input type="checkbox"/> Yes                         |
| 6. Indicate the type of access required / Indiquer le type d'accès requis   |   |  |
| 6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets?<br>Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS?<br>(Specify the level of access using the chart in Question 7. c)<br>(Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)                                |   | <input type="checkbox"/> No<br><input checked="" type="checkbox"/> Yes                         |
| 6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted.<br>Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé. |   | <input checked="" type="checkbox"/> No<br><input type="checkbox"/> Yes                         |
| 6. c) Is this a commercial courier or delivery requirement with no overnight storage?<br>S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?   |   | <input checked="" type="checkbox"/> No<br><input type="checkbox"/> Yes                         |
| 7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès  |   |  |
| Canada <input checked="" type="checkbox"/>  | NATO / OTAN <input type="checkbox"/>                                      | Foreign / Étranger <input type="checkbox"/>  |
| 7. b) Release restrictions / Restrictions relatives à la diffusion  |   |  |
| No release restrictions<br>Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>   | All NATO countries<br>Tous les pays de l'OTAN <input type="checkbox"/>    | No release restrictions<br>Aucune restriction relative à la diffusion <input type="checkbox"/> |
| Not releasable<br>À ne pas diffuser <input type="checkbox"/>  |   |  |
| Restricted to: / Limité à: <input type="checkbox"/>   | Restricted to: / Limité à: <input type="checkbox"/>                       | Restricted to: / Limité à: <input type="checkbox"/>  |
| Specify country(ies): / Préciser le(s) pays:  | Specify country(ies): / Préciser le(s) pays:                              | Specify country(ies): / Préciser le(s) pays:   |
| 7. c) Level of information / Niveau d'information   |   |  |
| PROTECTED A<br>PROTÉGÉ A <input type="checkbox"/>   | NATO UNCLASSIFIED<br>NATO NON CLASSIFIÉ <input type="checkbox"/>          | PROTECTED A<br>PROTÉGÉ A <input type="checkbox"/>  |
| PROTECTED B<br>PROTÉGÉ B <input checked="" type="checkbox"/>  | NATO RESTRICTED<br>NATO DIFFUSION RESTREINTE <input type="checkbox"/>     | PROTECTED B<br>PROTÉGÉ B <input type="checkbox"/>  |
| PROTECTED C<br>PROTÉGÉ C <input type="checkbox"/>   | NATO CONFIDENTIAL<br>NATO CONFIDENTIEL <input type="checkbox"/>           | PROTECTED C<br>PROTÉGÉ C <input type="checkbox"/>  |
| CONFIDENTIAL<br>CONFIDENTIEL <input type="checkbox"/>   | NATO SECRET<br>NATO SECRET <input type="checkbox"/>                       | CONFIDENTIAL<br>CONFIDENTIEL <input type="checkbox"/>  |
| SECRET<br>SECRET <input type="checkbox"/>   | COSMIC TOP SECRET<br>COSMIC TRÈS SECRET <input type="checkbox"/>          | SECRET<br>SECRET <input type="checkbox"/>  |
| TOP SECRET<br>TRÈS SECRET <input type="checkbox"/>  |   | TOP SECRET<br>TRÈS SECRET <input type="checkbox"/>   |
| TOP SECRET (SIGINT)<br>TRÈS SECRET (SIGINT) <input type="checkbox"/>  |   | TOP SECRET (SIGINT)<br>TRÈS SECRET (SIGINT) <input type="checkbox"/>                           |

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Security Classification / Classification de sécurité  
UNCLASSIFIED

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EN891-182629

Amd. No. - N° de la modif.  
File No. - N° du dossier  
404ZGEN891-182629

Buyer ID - Id de l'acheteur  
404ZG  
CCC No./N° CCC - FMS No./N° VME



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| <b>PART A (continued) / PARTIE A (suite)</b>   |   |
| 8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?<br>Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?<br>If Yes, indicate the level of sensitivity:<br>Dans l'affirmative, indiquer le niveau de sensibilité :                             | <input checked="" type="checkbox"/> No<br>Non <input type="checkbox"/> Yes<br>Oui |
| 9. Will the supplier require access to extremely sensitive INFOSEC information or assets?<br>Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?  | <input checked="" type="checkbox"/> No<br>Non <input type="checkbox"/> Yes<br>Oui |
| Short Title(s) of material / Titre(s) abrégé(s) du matériel :<br>Document Number / Numéro du document :  |   |
| <b>PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)</b>  |   |
| 10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis   |   |
| <input checked="" type="checkbox"/> RELIABILITY STATUS<br>COTE DE FIABILITÉ  | <input type="checkbox"/> CONFIDENTIAL<br>CONFIDENTIEL                             |
| <input type="checkbox"/> TOP SECRET- SIGINT<br>TRÈS SECRET - SIGINT  | <input type="checkbox"/> SECRET<br>SECRET   |
| <input type="checkbox"/> SITE ACCESS<br>ACCÈS AUX EMPLACEMENTS   | <input type="checkbox"/> TOP SECRET<br>TRÈS SECRET                                |
|  | <input type="checkbox"/> NATO CONFIDENTIAL<br>NATO CONFIDENTIEL                   |
|  | <input type="checkbox"/> NATO SECRET<br>NATO SECRET                               |
|  | <input type="checkbox"/> COSMIC TOP SECRET<br>COSMIC TRÈS SECRET                  |
| Special comments:<br>Commentaires spéciaux : _____   |   |
| NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.<br>REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.  |   |
| 10. b) May unscreened personnel be used for portions of the work?<br>Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?<br>If Yes, will unscreened personnel be escorted?<br>Dans l'affirmative, le personnel en question sera-t-il escorté?   | <input checked="" type="checkbox"/> No<br>Non <input type="checkbox"/> Yes<br>Oui |
| <b>PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)</b>   |   |
| <b>INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS</b>   |   |
| 11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?<br>Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?   | <input type="checkbox"/> No<br>Non <input checked="" type="checkbox"/> Yes<br>Oui |
| 11. b) Will the supplier be required to safeguard COMSEC information or assets?<br>Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?   | <input checked="" type="checkbox"/> No<br>Non <input type="checkbox"/> Yes<br>Oui |
| <b>PRODUCTION</b>  |   |
| 11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?<br>Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?                  | <input checked="" type="checkbox"/> No<br>Non <input type="checkbox"/> Yes<br>Oui |
| <b>INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)</b>  |   |
| 11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?<br>Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? | <input type="checkbox"/> No<br>Non <input checked="" type="checkbox"/> Yes<br>Oui |
| 11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?<br>Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?   | <input type="checkbox"/> No<br>Non <input checked="" type="checkbox"/> Yes<br>Oui |

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**PART C - (continued) / PARTIE C - (suite)**

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

| Category<br>Catégorie                          | PROTECTED<br>PROTÉGÉ |   |   | CLASSIFIED<br>CLASSIFIÉ      |        |                           | NATO   |  |             |   | COMSEC               |   |   |                              |        |                           |
|--|----------------------|---|---|------------------------------|--------|---------------------------|--|--|-------------|---|----------------------|---|---|------------------------------|--------|---------------------------|
|  | A                    | B | C | CONFIDENTIAL<br>CONFIDENTIEL | SECRET | TOP SECRET<br>TRÈS SECRET | NATO RESTRICTED<br>NATO DIFFUSION RESTREINTE | NATO CONFIDENTIAL<br>NATO CONFIDENTIEL | NATO SECRET | COSMIC TOP SECRET<br>COSMIC TRÈS SECRET | PROTECTED<br>PROTÉGÉ |   |   | CONFIDENTIAL<br>CONFIDENTIEL | SECRET | TOP SECRET<br>TRÈS SECRET |
|  |                      |   |   |                              |        |                           |  |  |             |   | A                    | B | C |                              |        |                           |
| Information / Assets<br>Renseignements / Biens |                      | ✓ |   |                              |        |                           |  |  |             |   |                      |   |   |                              |        |                           |
| Production                                     |                      |   |   |                              |        |                           |  |  |             |   |                      |   |   |                              |        |                           |
| IT Media /<br>Support TI                       |                      | ✓ |   |                              |        |                           |  |  |             |   |                      |   |   |                              |        |                           |
| IT Link /<br>Lien électronique                 |                      | ✓ |   |                              |        |                           |  |  |             |   |                      |   |   |                              |        |                           |

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non ☐ Yes  
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non ☐ Yes  
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

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