



APPENDIX I – INDIGENOUS PARTICIPATION

The Government of Canada encourages Indigenous socio-economic development through federal contracting opportunities, and encourages the Consultant to contribute to creating long-term sustainable and meaningful socio-economic benefits for Indigenous people, businesses and communities.

1. Definitions:

The following definitions apply to the Indigenous participation of the Contract:

- (i) **Direct benefits:** Direct benefits are transactions incurred by the Contractor during performance of the Work that include:
 - a. **Indigenous Business Subcontracting:**
Subcontracting a portion of the Work, or services required by the Consultant to deliver the Work, to a qualified Indigenous Business as defined under the Procurement Strategy for Indigenous Business (PSIB).
 - b. **Indigenous Employment:**
Full-time, part-time and casual employment of Indigenous persons as defined under the PSIB.
- (ii) **Indirect benefits:** Indirect benefits are transactions incurred by the Consultant during performance of the Work that include scholarships, training, and bursaries.
- (iii) **Indigenous participation transactions:** The total value of all transactions incurred by the Consultant on direct and/or indirect benefits.

2. Indigenous Business Certifications:

Certifications 1 and 2 in Attachment 2 to this appendix - Indigenous Business Certifications should be submitted to the Contracting Authority within 5 calendar days of a request for the certifications. The Consultant should obtain the certifications from the subcontractor(s) before work commences.

3. Indigenous Participation Overview & Status Reports

3.1 Overview:

The Consultant is encouraged to seek and secure direct and/or indirect benefits from Indigenous businesses. The business activities proposed in support of this objective should be in the form of quantifiable transactions.

3.2 Status Reports:

The Consultant is requested to submit Indigenous Participation Status Reports as indicated in SC 8 and Appendix G Indigenous Participation Reporting.

Attachment 1 to Appendix I - Indigenous Business Capacity

To identify Indigenous Business capacity, for contracting and subcontracting purposes, the Consultant may refer to the list of Indigenous Businesses registered in the Indigenous Business Directory (IBD). The IBD is a search engine available to industry and the federal procurement community for identifying Indigenous Business suppliers. It is located here: <https://www.sac-isc.gc.ca/eng/1100100033057/1610797769658>

In addition to the IBD, the Consultant may refer to other Indigenous Business Directories such as:

- Canadian Council for Aboriginal Business www.ccab.com



- Kativik Regional Government www.krg.ca
- Canadian Aboriginal and Minority Supplier Council www.camsc.ca
- Province of Manitoba www.gov.mb.ca/ana

The Consultant is encouraged to engage early with Indigenous businesses and communities to create meaningful relationships and beneficial partnerships with Indigenous peoples. Indigenous entrepreneurs and communities are very receptive to respectful working relationships where partners understand their interests.

Early engagement can benefit all concerned by: enhancing relationships; ensuring a common understanding of the project requirements; determining Indigenous business capacity for the procurement Architectural and Engineering (A&E) services; and identifying skills and training gaps for employment of Indigenous peoples.

Attachment 2 to Appendix I - Indigenous Business Certifications

Instructions: Certifications 1 and 2 below should be submitted to the Contracting Authority within 5 calendar days of a request for the certifications, or an alternate date agreed to by the Contracting Authority. In accordance with Appendix F, the Consultant should obtain the certifications from the subcontractor(s) before work commences.

CERTIFICATION #1:

Certification Requirements for Indigenous Businesses – Subcontractor(s) delivering the work under call-up # ____ *[insert call-up number]*, issued to Consultant _____ *[insert name of Consultant firm]*.

1. (a) I, _____ *[insert name of duly authorized representative of business]* hereby certify that

PLEASE CHECK THE APPLICABLE BOXES IN 2 AND 3 BELOW

(i) The aforementioned business is an Indigenous business which is a sole proprietorship, band, limited company, co-operative, partnership or not-for-profit organization, []

OR

(ii) The aforementioned Indigenous business is a joint venture between two or more Indigenous businesses or an Indigenous business and a non-Indigenous business. []

(b) The aforementioned business agrees to immediately furnish to Canada, such evidence as may be requested by Canada from time to time, corroborating this certification. Such evidence shall be open to audit during normal business hours by a representative of Canada, who may make copies and take extracts from the evidence. The aforementioned business agrees to provide all facilities for audits and to furnish information requested by Canada with respect to the certification.

Date

Signature

Name of Business

Title (Duly authorized representative of business)



CERTIFICATION #2:

Owner/Employee Certification Form

1. I, _____ *[insert name]*, am an owner and/or full-time employee of _____ *[insert name of business]*, and an Indigenous person, as described in the "Requirements for bidders in the Set-Aside Program for Indigenous Business" (<https://www.sac-isc.gc.ca/eng/1100100032808/1612398410366>).
2. I certify that the above statement is true and consent to its verification upon the request of Canada.

Date

Signature of owner and/or employee

Place