



Contracting Policy Notice 2022-4: Guide to Official Languages in Federal Procurement

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officielles dans l'approvisionnement fédéral

Contracting Policy Notice 2022-4: Guide to Official Languages in Federal Procurement

From: Treasury Board of Canada Secretariat

Date: December 21, 2022

To: Senior Designated Officials for the management of procurement and Functional Heads, Finance and Administration of all Departments and Agencies

Subject: New Guide to Official Languages in Federal Procurement

Overview

Canada has official languages obligations under the Official Languages Act that have implications for the federal government's procurement process. These obligations apply to all phases of the procurement process and all contracts and contractual arrangements, regardless of dollar value.

The Directive on the Management of Procurement sets out further official languages requirements to facilitate compliance with these obligations.

Guide to Official Languages in Federal Procurement

The *Guide to Official Languages in Federal Procurement* highlights key responsibilities of functional roles in departments related to official languages requirements in the *Directive on the Management of Procurement*. It explains legal obligations, outlines policy requirements and provides information on resources and practical advice for departments in the key areas of the procurement process relevant to official languages:

- procurement planning;
- communicating with suppliers, including posting any notices, solicitations, invitations to tender and other bid documents;
- defining contractual requirements for official languages; and
- contract management.

Enquiries

Questions about this policy notice should be directed to Public Enquiries.

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Assistant Comptroller General, Acquired Services and Assets Sector

Treasury Board of Canada Secretariat

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