

2023 to 2024 Departmental Sustainable Development Strategy Report

Canadian Intergovernmental Conference Secretariat

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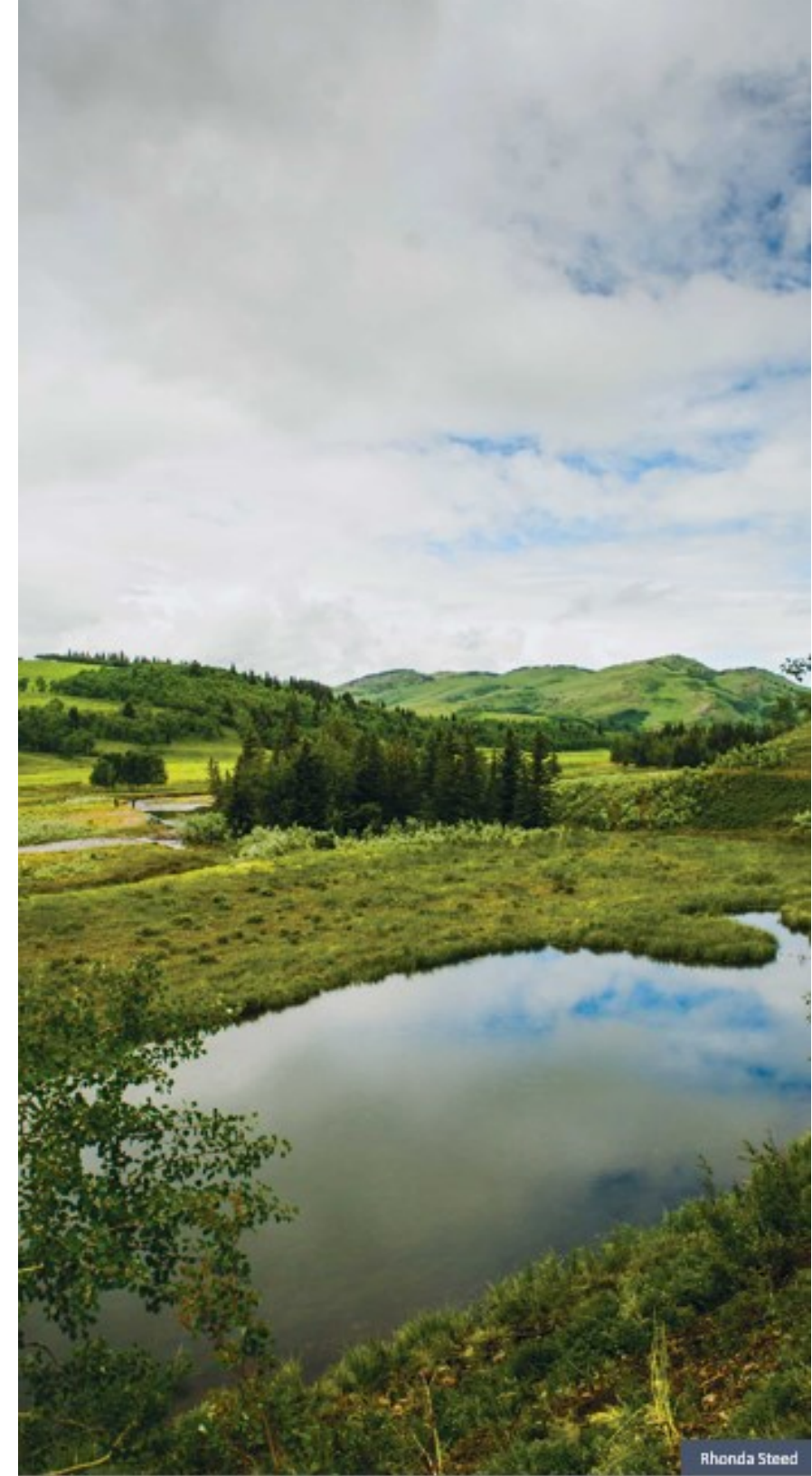
Introduction to the 2023 to 2024 Departmental Sustainable Development Strategy Report

The [2022 to 2026 Federal Sustainable Development Strategy \(FSDS\)](#) presents the Government of Canada's sustainable development goals and targets, as required by the [Federal Sustainable Development Act](#). This is the first FSDS to be framed using the 17 Sustainable Development Goals (SDGs) of the United Nations 2030 Agenda and provides a balanced view of the environmental, social, and economic dimensions of sustainable development.

In keeping with the purpose of the Act, to make decision-making related to sustainable development more transparent and accountable to Parliament, the Canadian Intergovernmental Conference Secretariat supports the goals laid out in the FSDS through the activities described in the Canadian Intergovernmental Conference Secretariat's 2023 to 2027 Departmental Sustainable Development Strategy (DSDS). This Report provides a report on progress related to the Canadian Intergovernmental Conference Secretariat's DSDS in the fiscal year 2023 to 2024.

The [Federal Sustainable Development Act](#) also sets out [7 principles](#) that must be considered in the development of the FSDS as well as DSDSs. These basic principles have been considered and incorporated in the Canadian Intergovernmental Conference Secretariat's DSDS and 2023 to 2024 DSDS Report.

To promote coordinated action on sustainable development across the Government of Canada, the Canadian Intergovernmental Conference Secretariat's departmental strategy reports on Canada's progress towards implementing the 2030 Agenda and advancing the SDGs, supported by the Global Indicator Framework (GIF) and Canadian Indicator Framework (CIF) targets and indicators. The Report also now captures progress on SDG initiatives that fall outside the scope of the FSDS.



Commitments for the Canadian Intergovernmental Conference Secretariat





GOAL 10: ADVANCE RECONCILIATION WITH INDIGENOUS PEOPLES AND TAKE ACTION ON INEQUALITY

FSDS Context:

This Goal's focus on taking action on inequality and advancing reconciliation with First Nations, Inuit, and Métis communities draws inspiration from SDG Global Indicator Framework targets:

- 10.2: By 2030, empower and promote the social, economic and political inclusion of all, irrespective of age, sex, disability, race, ethnicity, origin, religion or economic or other status
- 10.3: Ensure equal opportunity and reduce inequalities of outcome, including by eliminating discriminatory laws, policies and practices and promoting appropriate legislation, policies and action in this regard

Social, economic, and environmental inequalities persist in Canada. These inequalities disproportionately affect people with multiple intersecting identity factors such as gender identity and expression, race and ethnicity, faith community, Indigeneity, disability, sexual orientation, and low socioeconomic status.

Target theme: Advancing reconciliation with First Nations, Inuit, and the Métis communities

Target: Between 2023 and 2026, and every year on an ongoing basis, develop and table annual progress reports on implementing *the United Nations Declaration on the Rights of Indigenous Peoples Act* (Minister of Justice and Attorney General of Canada)

IMPLEMENTATION STRATEGY	DEPARTMENTAL ACTION	PERFORMANCE INDICATOR STARTING POINT TARGET	HOW THE DEPARTMENTAL ACTION CONTRIBUTES TO THE FSDS GOAL AND TARGET AND, WHERE APPLICABLE, TO CANADA’S 2030 AGENDA NATIONAL STRATEGY AND SDGS	RESULTS ACHIEVED
<p>Implement the <i>United Nations Declaration on the Rights of Indigenous Peoples Act</i></p>	<p>Ensure all employees complete cultural competency training on advancing reconciliation with First Nations, Inuit, and Métis Peoples and/or training on the United Nations Declaration on the Rights of Indigenous Peoples.</p> <p>Program: Internal Services</p>	<p>Performance Indicator: Percentage of staff who have completed mandatory Indigenous cultural competency training.</p> <p>Starting point: Percentage of staff trained [0% in 2023-24]</p> <p>Target: 100% by March 31, 2025</p>	<p>Public servants are in a unique position to help build respectful relationships with Indigenous Peoples in Canada. This action encourages employees to increase their cultural competency skills and awareness of issues related to First Nations, Inuit and Métis in Canada, and their knowledge of the UN Declaration. This action contributes to the development of necessary cultural competency knowledge and skills to implement the UN Declaration.</p> <p>Some examples of courses include:</p> <ul style="list-style-type: none"> • The Uncomfortable Truth: A Brief History of the Relationship Between Indigenous Peoples and the Government of Canada* • Taking Steps Towards Indigenous Reconciliation • Cultural Competency: Indigenous Perspectives • Reconciliation Begins with Me <p>*Mandatory</p> <p>Relevant targets or ambitions: <i>GIF Target - 10.3</i> Ensure equal opportunity and reduce inequalities of outcome, including by eliminating discriminatory laws, policies and</p>	<p>Indicator result: 2% in 2023-24</p> <p>Notes: CICS started the implementation of new training courses in April 2024 and is on schedule to achieve the original target of 100% completion by March 31, 2025.</p>

IMPLEMENTATION STRATEGY	DEPARTMENTAL ACTION	PERFORMANCE INDICATOR STARTING POINT TARGET	HOW THE DEPARTMENTAL ACTION CONTRIBUTES TO THE FSDS GOAL AND TARGET AND, WHERE APPLICABLE, TO CANADA'S 2030 AGENDA NATIONAL STRATEGY AND SDGS	RESULTS ACHIEVED
			practices and promoting appropriate legislation, policies and action in this regard	

Initiatives advancing Canada’s implementation of SDG 10 – Reduced Inequalities

The following initiatives demonstrate how the Canadian Intergovernmental Conference Secretariat’s programming supports the 2030 Agenda and the SDGs, supplementing the information outlined above.

PLANNED INITIATIVES	ASSOCIATED DOMESTICS TARGETS OR AMBITIONS AND/OR GLOBAL TARGETS	RESULTS ACHIEVED
<p>In the spirit of economic reconciliation with Indigenous peoples, the Government of Canada has established a mandatory minimum target of at least 5% of the value of federal contracts to be awarded to businesses owned and led by Indigenous peoples.</p> <p>As per the established schedule prescribed by Indigenous Services Canada, the CICS is part of the Phase 3, where it is required to meet the mandatory minimum target of 5% of its total contracts to Indigenous businesses annually by 2024-2025.</p> <p>Although the agency is not required to meet the 5% for another year, the organization is committed to helping the Indigenous community and has already adjusted its internal processes and procurement plan. Targets have been set within the organization at 5% for fiscal year 2022-2023, 2023-2024 and 2024-2025 respectively.</p>	<p>Relevant targets or ambitions:</p> <p><i>GIF Target - 10.2</i> By 2030, empower and promote the social, economic and political inclusion of all, irrespective of age, sex, disability, race, ethnicity, origin, religion or economic or other status</p> <p><i>GIF Target - 10.3</i> Ensure equal opportunity and reduce inequalities of outcome, including by eliminating discriminatory laws, policies and practices and promoting appropriate legislation, policies and action in this regard</p>	<p>In 2023-24, CICS organized and held 2 Diversity and Inclusion sessions for its employees.</p> <p>CICS also exceeded its target by awarding 13.09% (or \$327,102.25) of our total expenditures to Indigenous businesses.</p>



GOAL 12: REDUCE WASTE AND TRANSITION TO ZERO-EMISSION VEHICLES

FSDS Context:

CICS is Integrating Sustainable Development via the following initiatives:

Support the transition to a low-carbon economy through green procurement: Support clean technologies and green products and services by taking environmental considerations into account in our purchasing decisions. Our approach is to continue leveraging instruments established by Public Services and Procurement Canada (PSPC) designed to meet federal government green procurement standards.

Reduce, reuse and recycle: CICS has set its multi-function devices to double-sided and black and white printing as the default standard. Purchased paper and toners contain recycled materials; empty toner cartridges are also re-cycled. The Secretariat is also considering creating an inventory of surplus items for re-use internally. Currently, old computers are sent to Computers for Schools while other surplus items are sent to GC Surplus. Control printing with card access has been added to most multi-function devices at Headquarters, thus allowing the monitoring of printing activities and the reporting of paper utilization and color printing.

Promote responsible disposal: The Secretariat continues to ensure that surplus electronics and electrical waste (e.g., batteries, networking equipment, and electrical wiring) are handled in an environmentally appropriate manner.

Going Paperless: CICS is using technology to encourage a paperless environment: smart boards and Bring your own devices (BYOD) connected to Wi-Fi. Finance and Procurement started to eliminate the use of paper files and now accept electronic signatures.

Target theme: Federal Leadership on Responsible Consumption

Target: The Government of Canada’s procurement of goods and services will be net-zero emissions by 2050, to aid the transition to a net-zero, circular economy (All Ministers)

IMPLEMENTATION STRATEGY	DEPARTMENTAL ACTION	PERFORMANCE INDICATOR STARTING POINT TARGET	HOW THE DEPARTMENTAL ACTION CONTRIBUTES TO THE FSDS GOAL AND TARGET AND, WHERE APPLICABLE, TO CANADA’S 2030 AGENDA NATIONAL STRATEGY AND SDGS	RESULTS ACHIEVED
Strengthen green procurement criteria	Ensure all procurement and materiel management specialists at the CICS are trained in green procurement. Program: Internal Services	<p>Performance Indicator: Percentage of procurement and materiel management specialists trained in green procurement.</p> <p>Starting point: In 2023-24, 80% of procurement and materiel management specialists trained in green procurement.</p> <p>Target: 100% annually</p>	<p>Green procurement incorporates environmental considerations into purchasing decisions and is expected to motivate suppliers to reduce the environmental impact of the goods and services they deliver, and their supply chains.</p> <p>Relevant targets or ambitions: <i>CIF Ambition:</i> Canadians consume in a sustainable manner <i>CIF Indicator:</i> 12.2.1 Proportion of businesses that adopted selected environmental protection activities and management practices <i>GIF Target:</i> 12.7 Promote public procurement practices that are sustainable, in accordance with national policies and priorities</p>	<p>Indicator result: 67% in 2023-24</p> <p>Notes: CICS hired new procurement and material management specialists in 2024, and these employees are currently undergoing mandatory training related to their role. The increased number of employees led to a decrease in the overall completion rate of this performance indicator.</p>

Initiatives advancing Canada’s implementation of SDG 12 – Responsible Consumption and Production

The following initiatives demonstrate how the Canadian Intergovernmental Conference Secretariat’s programming supports the 2030 Agenda and the SDGs, supplementing the information outlined above.

PLANNED INITIATIVES	ASSOCIATED DOMESTICS TARGETS OR AMBITIONS AND/OR GLOBAL TARGETS	RESULTS ACHIEVED
<p>Promote sustainable development training internally to staff in order to increase awareness and understanding of the Government of Canada’s objectives related to sustainable development and greening government.</p> <p>Invite one guest per year to speak to environmental initiatives and progress within the wider Government of Canada context (i.e., what other organizations are doing, etc.).</p> <p>Optional training:</p> <ul style="list-style-type: none"> • EXecuTALK: The Role of the Executive in the Fight Against Climate Change • CSPS Virtual Café Series: Climate Change – Where Do We Go From Here? • Policy Implementation Case Study: The 2030 Agenda for Sustainable Development <p>Invited guests: As CICS hosts bi-annual all-staff meetings, host guest speakers on the various topics related to sustainable development at least once per year.</p>	<p>Relevant targets or ambitions: <i>CIF Ambition:</i> Canadians consume in a sustainable manner <i>CIF Indicator:</i> 12.2.1 Proportion of businesses that adopted selected environmental protection activities and management practices <i>GIF Target:</i> 12.7 Promote public procurement practices that are sustainable, in accordance with national policies and priorities</p>	<p>The CICS did not hold any staff meetings in 2023-24 after the Minister approved its Departmental Sustainability Development Strategy. Therefore, though this initiative has been implemented, the CICS was unable to fulfill related actions for this fiscal year. To address this, the Secretariat will either invite a guest speaker to a future staff meeting to discuss sustainable development topics or utilize videos from the Canada School of Public Service to facilitate discussions on these subjects.</p>
<p>CICS has implemented voluntary recycling bins for pens, personal protective equipment, and batteries at the workplace. All new employees are informed about this initiative and the location of the bins.</p>	<p><i>12.4: By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment</i></p> <p><i>12.5: By 2030, substantially reduce waste generation through prevention, reduction, recycling and reuse.</i></p>	<p>The recycling bins are being properly used by employees, and CICS has successfully recycled multiple bins of batteries according to agreed international frameworks to reduce impact on the environment.</p>



GOAL 13: TAKE ACTION ON CLIMATE CHANGE AND ITS IMPACTS

FSDS Context:

Taking action on climate change by reducing emissions of greenhouse gases and short-lived climate pollutants and building resilience directly supports [SDG Global Indicator Framework](#) targets:

- 13.2: Integrate climate change measures into national policies, strategies and planning
- 13.3: Improve education, awareness-raising and human and institutional capacity on climate change mitigation, adaptation, impact reduction and early warning

The effects of human-caused climate change are being felt across our country. Canadians are seeing more extreme temperatures and precipitation as well as more frequent and severe wildfires, heatwaves, droughts and flooding. Canada is warming at two times the global rate, and this rate is even greater in the Canadian Arctic. Meanwhile, rising sea levels, along with less-visible effects such as increased acidity and reduced levels of oxygen in the oceans, are damaging ecosystems and industries such as fisheries.

Target theme: Federal Leadership on Greenhouse Gas Emissions Reductions and Climate Resilience

Target: The Government of Canada will transition to net-zero carbon operations for facilities and conventional fleets by 2050 (All Ministers)

IMPLEMENTATION STRATEGY	DEPARTMENTAL ACTION	PERFORMANCE INDICATOR STARTING POINT TARGET	HOW THE DEPARTMENTAL ACTION CONTRIBUTES TO THE FSDS GOAL AND TARGET AND, WHERE APPLICABLE, TO CANADA'S 2030 AGENDA NATIONAL STRATEGY AND SDGS	RESULTS ACHIEVED
<p>Implement the Greening Government Strategy through measures that reduce greenhouse gas emissions, improve climate resilience, and green the government's overall operations</p> <p>CICS will adopt clean technology and undertake clean technology demonstration projects</p>	<p>CICS will reduce its travel requirements by using Zoom's integrated simultaneous interpretation to reduce the travel of interpreters for in-person and hybrid conferences.</p> <p>Program: Internal Services</p>	<p>Performance indicator: % of in-person or hybrid conferences that used remote interpretation</p> <p>Starting point: 71.95%</p> <p>Target: 90% annually</p>	<p>Relevant targets or ambitions:</p> <p>Emissions from air travel are a significant contributor to climate change, so it is crucial that individuals and organizations reduce the frequency and distance of travel via aviation.</p> <p><i>CIF Ambition:</i> Take urgent action to combat climate change and its impacts <i>GIF Indicator:</i> 13.2 Integrate climate change measures into national policies, strategies and planning <i>GIF Target:</i> 13.2.2 Total greenhouse gas emissions per year</p>	<p>Indicator result: 95% in 2023-24</p> <p>Notes: CICS tracked this performance indicator through the contracts with interpretation companies. Each contract indicates whether interpreters would be travelling or working remotely for the given conference.</p>

Initiatives advancing Canada's implementation of SDG 13 – Climate Action

The following initiatives demonstrate how the Canadian Intergovernmental Conference Secretariat's programming supports the 2030 Agenda and the SDGs, supplementing the information outlined above.

PLANNED INITIATIVES	ASSOCIATED DOMESTICS TARGETS OR AMBITIONS AND/OR GLOBAL TARGETS	RESULTS ACHIEVED
<p>The travellers in need of a rental car to get to a conference will be encouraged to opt for a hybrid or electric vehicle when they are available by the car rental companies.</p>	<ul style="list-style-type: none"> 13.2: Integrate climate change measures into national policies, strategies and planning 	<p>When renting cars, CICS requires large vehicles (typically 7-passenger size) to accommodate conference equipment, luggage, and employees. These larger size vehicles are usually unavailable in hybrid or electric models. As more of these larger vehicles in hybrid and electric models become available to rent, CICS will take advantage and increase usage</p>

PLANNED INITIATIVES	ASSOCIATED DOMESTICS TARGETS OR AMBITIONS AND/OR GLOBAL TARGETS	RESULTS ACHIEVED
	<ul style="list-style-type: none"> 13.3: Improve education, awareness-raising and human and institutional capacity on climate change mitigation, adaptation, impact reduction and early warning 	<p>when possible. CICS has implemented a tracking mechanism to monitor these results.</p>
<p>The travellers in need of accommodation will be encouraged to choose an eco-friendly hotel, provided it is operationally feasible.</p>	<ul style="list-style-type: none"> 13.2: Integrate climate change measures into national policies, strategies and planning 13.3: Improve education, awareness-raising and human and institutional capacity on climate change mitigation, adaptation, impact reduction and early warning 	<p>CICS has implemented a research component to the travel coordinator role to raise awareness around which hotels are eco-friendly. In 2023-24, 73% of hotels stayed at by employees were classified as eco-friendly and are dedicated to ensuring sustainable practices. Finally, the Secretariat has created a tracking mechanism to monitor these results.</p>

Integrating Sustainable Development

Being a micro-organization of approximately 30 employees, CICS is limited in its ability to address the vast majority of the 17 Sustainable Development Goals (SDGs) of the United Nations 2030 Agenda. However, through education, green procurement and green processes, and advancing reconciliation, CICS can participate. The organization is fully committed and fully supports the environmental, social and economic dimensions of sustainable development. Every contribution, however small, makes a difference.

CICS did not complete any detailed Strategic Environmental Assessments (SEA) in 2023-24.

