



# 2024 to 2025 Departmental Sustainable Development Strategy Report

Administrative Tribunals Support Service of Canada

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# Introduction to the 2024 to 2025 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](#) (the 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 Administrative Tribunals Support Service of Canada (ATSSC) supports the goals laid out in the FSDS through the activities described in the ATSSC's [2023 to 2027 Departmental Sustainable Development Strategy](#) (DSDS). This Report provides a report on progress related to the ATSSC's DSDS in the fiscal year 2024 to 2025.

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 ATSSC's DSDS and 2024 to 2025 DSDS Report.

To promote coordinated action on sustainable development across the Government of Canada, the ATSSC'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 ATSSC





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

**FSDS Context:**

The ATSSC is moving forward on reconciliation with First Nations, Inuit and Métis communities, promoting diversity, equity and inclusion for groups facing discrimination and marginalization, and advancing environmental justice by reiterating the importance of early engagement for procurement initiatives and contracting with registered Indigenous businesses and providing targeted training to its employees.

**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
Implement the <i>United Nations Declaration on the Rights of Indigenous Peoples Act</i>	<p>Advance support for the economic commitments expressed in the United Nations Declaration on the Rights of Indigenous Peoples, Articles 20 and 21, by adhering to the Government of Canada’s Mandatory Procedures for Contracts Awarded to Indigenous Businesses.</p> <p><b>Program:</b> Internal Services</p>	<p><b>Performance indicator:</b> Total percentage (by dollar value) of contracts with Indigenous businesses.</p> <p><b>Starting point:</b> No data available. Collection of data initiated in FY 2023-2024.</p> <p><b>Target:</b> Minimum of 5% of ATSSC annual procurement (by dollar value) to Indigenous businesses.</p>	<p>The ATSSC will continue to support the Government of Canada’s commitment to advancing reconciliation with First Nations, Inuit, and the Métis communities by providing Indigenous procurement training to procurement specialists. The ATSSC will ensure these specialists understand the importance of early engagement for procurement initiatives and contracting with registered Indigenous businesses.</p>	<p><b>Indicator result:</b> 9.87% in FY 2024-2025</p> <p><b>Notes:</b> The ATSSC has exceeded the mandatory 5% Indigenous procurement target.</p>

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<p>Implement the <i>United Nations Declaration on the Rights of Indigenous Peoples Act</i></p>	<p>Advance support for the economic commitments expressed in the United Nations Declaration on the Rights of Indigenous Peoples, Articles 20 and 21, by adhering to the Government of Canada's Mandatory Procedures for Contracts Awarded to Indigenous Businesses.</p> <p><b>Program:</b> Internal Services</p>	<p><b>Performance indicator:</b> Percentage of procurement specialists that have completed the mandatory course "Indigenous Considerations in Procurement."</p> <p><b>Starting point:</b> 50% of procurement specialists.</p> <p><b>Target:</b> 100% of procurement specialists have completed training on Indigenous Considerations in Procurement by end of FY 2024-2025. New procurement specialists complete training within 6 months of their start date.</p>	<p>The ATSSC will continue to support the Government of Canada's commitment to advancing reconciliation with First Nations, Inuit, and the Métis communities by providing Indigenous procurement training to procurement specialists. The ATSSC will ensure these specialists understand the importance of early engagement for procurement initiatives and contracting with registered Indigenous businesses.</p>	<p><b>Indicator result:</b> 100% in FY 2024-2025</p> <p><b>Notes:</b> To achieve the FY 2024-2025 target, the ATSSC made the Canada School of Public Service course Indigenous Considerations in Procurement mandatory training for all procurement specialists.</p>

### Initiatives advancing Canada's implementation of SDG 10 – Reduced Inequalities

The following initiatives demonstrate how the ATSSC 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 ATSSC supports the tribunals' efforts to advance reconciliation and improve access to justice for Indigenous Peoples in meaningful ways. For example, tribunals supported by the ATSSC accommodate Indigenous cultural practices when scheduling and holding mediations and hearings</p>	<p>UN Global Indicator Framework Target 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.</p>	<p>The ATSSC helped the tribunals include Indigenous cultural practices and values in adjudication and mediation processes to improve access to justice for Indigenous Peoples.</p>

PLANNED INITIATIVES	ASSOCIATED DOMESTICS TARGETS OR AMBITIONS AND/OR GLOBAL TARGETS	RESULTS ACHIEVED
<p>involving Indigenous persons and businesses, and provides needed interpretation for parties, and offers support services to address trauma.</p> <p>In addition, the ATSSC supports specialized training for tribunal members and employees including offering First Nations University learning programs.</p>	<p>UN Global Indicator Framework Target 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.</p>	<p>The ATSSC ensured that hearing venues accommodated Indigenous cultural practices by providing appropriate spaces for ceremonies, smudging and other cultural activities. Security protocols respect these practices while maintaining a safe and welcoming environment for all participants.</p> <p>In line with federal procurement objectives, the ATSSC looked for more ways to engage with Indigenous businesses and Indigenous-led service providers and suppliers. These efforts support the Government of Canada’s mandatory minimum target for Indigenous procurement and reinforce economic reconciliation.</p> <p>The Social Security Tribunal Secretariat (SSTS) continued to help the tribunal promote reconciliation and improve access to justice for Indigenous Peoples in meaningful ways. In FY 2024–2025, the SSTS completed its Equity, Diversity and Inclusion (EDI) Framework. Through this framework, it increased awareness of diverse cultures by sharing EDI resources and developing EDI training for staff and tribunal members.</p>
<p>Building off past years’ work, the ATSSC will continue to focus efforts on creating an equitable, diverse, inclusive, accessible, and bilingual work environment through the implementation of its 2022-2025 Equity, Diversity, and Inclusion (EDI) Action Plan.</p> <p>Notable activities include: A mandatory cultural awareness competency in the statement of merit criteria for management and executive positions; developing EDI work objectives for supervisors and managers; and developing and implementing an employee exit survey with an EDI component.</p> <p>In support of the organization’s commitment to eliminate representation gaps for non executives, the ATSSC will also continue to promote the use of bias-free staffing tools and diversity focused candidate inventories.</p>	<p>UN Global Indicator Framework Target 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.</p> <p>UN Global Indicator Framework Target 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.</p>	<p>The ATSSC continued to carry out its Equity, Diversity and Inclusion (EDI) Action Plan in FY 2024-2025 and to foster a fair, safe and accessible work environment.</p> <p>The ATSSC actively participated in EDI activities and used blind staffing processes to ensure recruitment fairness.</p> <p>The ATSSC updated security policies and procedures to be more inclusive. Screening and overall security measures now better respect different cultural backgrounds and accessibility needs.</p> <p>The ATSSC promoted supplier diversity by engaging businesses owned by Indigenous Peoples, women, persons with disabilities and other underrepresented groups, as part of its inclusive procurement goals.</p>

PLANNED INITIATIVES	ASSOCIATED DOMESTICS TARGETS OR AMBITIONS AND/OR GLOBAL TARGETS	RESULTS ACHIEVED
		<p>Providing inclusive workspaces and hearing venues was a priority. The ATSSC used universal design principles and added specific features like accessible push buttons, culturally appropriate areas and bilingual signs.</p> <p>Social Security Tribunal Secretariat leadership completed mandatory inclusive staffing training. They also plan to launch a mentorship program targeting staff from diverse groups in the future.</p> <p>In addition, the ATSSC held regular EDI training, including a Positive Space training session for senior management, and held Values and Ethics discussions with senior management. The organization conducted an employment systems review to identify and address barriers for employment equity groups, and asked staff to complete an anti-racism survey to better understand organizational challenges.</p>
<p>The <a href="#">ATSSC Accessibility Plan</a>, which was created in consultation with ATSSC employees with and without disabilities, as well as stakeholders and subject matter experts, summarizes its strategy for identifying, eliminating, and preventing accessibility-related barriers at the ATSSC for everyone, including Indigenous persons.</p> <p>The ATSSC Accessibility Plan outlines how the ATSSC will bring its internal and external forms and websites in line with accessibility standards, create a framework for helping managers easily equip their employees with the accommodations they need, and provide recruitment, development, and promotion opportunities to persons with disabilities at every level of the ATSSC workforce. The plan also identifies ways to support parties who access justice through the tribunals to easily obtain information on accommodation measures available to them.</p>	<p>UN Global Indicator Framework Target 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.</p> <p>UN Global Indicator Framework Target 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.</p>	<p>In FY 2024-2025, the ATSSC continued to carry out its Accessibility Plan, further integrating accessibility into its workplace culture. Its goal is to attract, support and keep a diverse workforce that reflects the communities it serves.</p> <p>The ATSSC made progress on the Employment area of the ATSSC Accessibility Plan. For example, it updated its intranet page on workplace accommodations so that all staff can easily find information and procedures. It also provided training and support to all hiring managers and supervisors to help them understand their responsibility to support employees with disabilities.</p> <p>The ATSSC made sure all employees who needed accommodations received timely and respectful support. Employees were encouraged to use the ATSSC Accessibility Passport, which helps them clearly, consistently and confidentially share their needs with their managers.</p>

PLANNED INITIATIVES	ASSOCIATED DOMESTICS TARGETS OR AMBITIONS AND/OR GLOBAL TARGETS	RESULTS ACHIEVED
		<p>The ATSSC intranet site meets accessibility standards and continues to be updated with accessibility in mind. In FY 2024-2025, 6 of the 12 tribunal websites were evaluated for accessibility and updated as needed.</p> <p>The ATSSC also removed physical barriers from tribunal and office spaces. This led to improved accessibility in hearing venues, updated signage, barrier-free entrances and using universal design principles in workspace planning.</p> <p>The ATSSC continued to focus on accessible procurement, making sure that vendors and service providers met accessibility standards. This included buying adaptive technologies, accessible furniture and inclusive communication tools to better support employees and tribunal users with disabilities.</p> <p>The ATSSC reviewed and adapted security protocols to make sure that emergency procedures, evacuation plans and threat response measures considered the needs of people with disabilities.</p> <p>The Social Security Tribunal Secretariat (SSTS) continues to make sure all external forms on the SSTS website are fully accessible. In March 2025, the SSTS worked closely with the tribunal to launch their first fully accessible, bilingual video explaining the appeal process to Canadians.</p>



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

**FSDS Context:**

The ATSSC is committed to reducing waste and transitioning to net-zero emissions by following relevant directives issued by leading federal departments and providing targeting training to its employees.

**Target theme:** Federal Leadership on Responsible Consumption

**Target:** By 2030, the Government of Canada will divert from landfill at least 90% by weight of all construction and demolition waste (All Ministers)

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Maximize diversion of waste from landfill	Minimize landfill waste by managing furniture and electronic surplus.  <b>Program:</b> Information Services and Solutions Team (ISST)	<b>Performance indicator:</b> Percentage of functioning, end-of-life, past-warranty monitors and laptops donated to Computers for Kids.  <b>Starting point:</b> 100% of eligible laptops and monitors.  <b>Target:</b> 100% of functioning, end-of-life, past-warranty monitors and laptops donated to Computers for Kids.	By diverting laptops from landfill and giving them a second life within schools, ATSSC contributes to the Government of Canada’s target of diverting 75% of non-hazardous operational waste from landfills.	<b>Indicator result:</b> 100% in FY 2024-2025  <b>Notes:</b> The ATSSC donated end-of-life (EOL) computers, laptops, monitors, printers and other peripherals (cables, keyboards, mice) that no longer met its requirements to Computers for Kids Plus (CFS+). Since 1993, the CFS+ program has helped to extend the useful life of electronic equipment and reduce the environmental impact of electronic waste, while also offering young Canadians practical work internships to help them

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				develop advanced digital skills for the job market.

**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)

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Strengthen green procurement criteria	<p>Ensure procurement and material management specialists have the necessary training and awareness to support green procurement.</p> <p><b>Program:</b> Internal Services</p>	<p><b>Performance indicator:</b> Percentage of procurement and material management specialists that have completed the mandatory Canada School of Public Service course on green procurement.</p> <p><b>Starting point:</b> 50% of procurement and material management specialist.</p> <p><b>Target:</b> 100% of procurement specialists and material management specialists have completed training on green procurement by the end of FY 2024-2025. New procurement specialists complete training on green procurement within 6 months of their start date.</p>	All procurement specialists will be sufficiently informed and trained to support Canada’s commitment to strengthen green procurement.	<p><b>Indicator result:</b> 100% in FY 2024-2025</p> <p><b>Notes:</b> The Canada School of Public Service course Green Procurement is now mandatory training for all procurement specialists working at the ATSSC. They are asked to take this training when they are first hired.</p>



# GOAL 13: TAKE ACTION ON CLIMATE CHANGE AND ITS IMPACTS

**FSDS Context:**

The ATSSC is committed to taking action on climate change and its impacts by implementing digital solutions and following relevant directives issued by leading federal departments.

**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
Implement the Greening Government Strategy through measures that reduce greenhouse gas emissions, improve climate resilience, and green the government’s overall operations	Implement electronic disposition plans to reduce the data storage space used in systems that manage information and data.  <b>Program:</b> Information Services and Solutions Team	<p><b>Performance indicator:</b> Percentage of email and user email accounts with retention periods applied.</p> <p><b>Starting point:</b> No data available. Collection of data initiated in FY 2023-2024.</p> <p><b>Target:</b> 100% of user-deleted items within Outlook will be permanently deleted from ATSSC infrastructure after 60 days. 100% of departed employees’ email accounts will be deleted from ATSSC infrastructure after 30 days.</p>	Reducing the amount of data requiring storage and decommissioning servers that are no longer needed allows the ATSSC to reduce its carbon footprint.	<p><b>Indicator result:</b> 100% in FY 2024-2025</p> <p><b>Notes:</b> All user-deleted items within Outlook were permanently deleted from ATSSC infrastructure after 60 days. All departed employees’ email accounts were deleted from ATSSC infrastructure after 30 days.</p>

# Integrating Sustainable Development

The ATSSC will continue to ensure that its decision-making process includes consideration of FSDS goals and targets through its Strategic Environmental and Economic Assessment (SEEA) process. A SEEA for a policy, program or regulatory proposal includes an analysis of the climate, nature, environmental and economic effects of the given proposal.

Public statements on the results of the ATSSC's assessments are issued when an initiative that was the subject of a detailed Strategic Environmental and Economic Assessment is implemented or announced (see [here](#)). The purpose of the public statement is to demonstrate that the environmental and economic effects, including contributions to the FSDS goals and targets of an initiative have been considered during proposal development and decision making.

The ATSSC did not have any proposals subject to a detailed SEEA that were announced or implemented in 2024-25.

