

Department of Internal Affairs (DIA)  
**Procurement Training Services**

The C5 Expert™ System was developed by  SETASIDE SOLUTIONS Aboriginal Joint Venture is a Canadian Aboriginal-owned and controlled business, operating in compliance with the Government of Canada's Procurement Strategy for Aboriginal Business. Since 2005, Setaside Solutions has been a provider of Procurement-related Consulting and Advisory Services to DIAND in addition to several other Government of Canada Departments and agencies.

C5 Expert™ is an expert system designed to help Government of Canada officials determine their organization's compliance obligations when issuing contracts that may involve delivery locations within one or more Comprehensive Land Claims Agreement (CLCA) settlement areas.

**The client user's responses provided in the C5 Expert™ questionnaire determine the information proffered in the resulting Contracting Compliant Checklist document.**

*Nothing within this document shall be the determining factor that a contract can be awarded.*

**Disclaimer**

C5 Expert™ accepts no responsibility or liability for any errors, inaccuracies and/or omissions within the resulting document. In some instances the content of this document is a compilation of data obtained from many sources and the data is subject to change without notice. C5 Expert™ does not warrant or guarantee that the information is accurate, complete or current at all times.

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**Information handling for completed CLCA Contracting Compliance Checklist documents**

Please be aware that CLCA Contracting Compliance Checklist documents contain information pertaining to upcoming Government of Canada procurement processes. It is the responsibility of the Government of Canada recipient of completed CLCA Contracting Compliance Checklist documents to ensure that the information contained therein is designated and handled in accordance with department/agency information requirements.



## C5Expert™: CLCA Contracting Compliance Checklist

This CLCA Contracting Compliance Checklist was generated based on completion of the C5Expert™ System's web-based questionnaire. Please refer to the C5Expert™ System terms of use.

This CLCA Contracting Compliance Checklist provides:

1. a record for the anticipated contract requirement that Comprehensive Land Claims Agreement (CLCA) Contracting obligations were compliantly assessed and identified;
2. where delivery under the anticipated contract mechanism was determined to take place within the geographic boundaries of one (1) or more CLCA(s), a checklist to support Department of Internal Affairs in tracking its completion of the identified CLCA Contracting obligations for each CLCA which applies to the activity; and,
3. where delivery under the anticipated contract mechanism was determined to take place within the geographic boundaries of one (1) or more CLCA(s), a preliminary record of data elements aimed at assisting Department of Internal Affairs in fulfilling its CPN 2008-4 reporting requirements, when reporting the contract award in the CLCA.net application.

### Part 1. The Contract Record

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This expenditure requirement was determined to constitute a crown procurement contract in the meaning of the Contracting Policy, s.3 ( <a href="http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494&amp;section=text#cha3">http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494&amp;section=text#cha3</a> ).	
<b>Originator</b> <i>The Government of Canada          department/agency/Crown Corporation          who is <b>initiating</b> this contract          requirement.</i>	<b>Department of Internal Affairs</b> Corporate Services 123 Sample Street Ottawa Ontario X2X X1X Canada
<b>Did you know:</b> <i>The geographic location of the originator          does not impact the application of          Contracting Obligations under CLCAs?</i>	
<b>Requirement</b> <i>Within the government-wide Chart of          Accounts, this object classification          identifies the types of resources acquired          by the Government of Canada through</i>	This contract requirement <b>R-12345678</b> is best defined as Procurement Training Services. The requirement falls under the following Object of Expenditure classification for government-wide



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<p><i>transactions with a third party (<a href="http://www.tpsgc-pwgsc.gc.ca/recgen/pceaf-gwcoa/index-eng.html">http://www.tpsgc-pwgsc.gc.ca/recgen/pceaf-gwcoa/index-eng.html</a>).</i></p> <p><i>The Object of Expenditure Classification is also referred to as an Economic Object Code for reporting purposes under CLCAs (CPN 2008-4).</i></p>	<p>reporting purposes: <b>0446- Training Consultants.</b></p>
<p><b>Anticipated Total Dollar Value of the Contract Requirement</b></p> <p><i>For reporting requirements for CLCA contracts under CPN2008-4</i></p> <p><i>(<a href="http://www.tbs-sct.gc.ca/pubs_pol/dcgpubs/ContPolNotices/2008/0619a-eng.asp">http://www.tbs-sct.gc.ca/pubs_pol/dcgpubs/ContPolNotices/2008/0619a-eng.asp</a>) the value of the contract <u>excludes</u> any applicable taxes.</i></p> <p><i>It is important to note that in other policies/agreements (i.e. Treasury Board Contact Entry Limits, trade agreement thresholds, and most other interdepartmental authorities), the value of a contract requirement <u>includes</u> all taxes.</i></p>	<p>The total anticipated dollar value of this contract requirement is <b>50,000.00</b> (\$CAD).</p> <p>This anticipated dollar value includes, as applicable, all materiel, professional fees, expenses to be paid to the contractor in support of this requirement and includes the value of any contract option periods; but <u>excludes</u> any GST/HST that would be payable by Canada.</p>
<p><b>Anticipated Contract Award Date</b></p>	<p>On or about <b>May 1, 2009</b> is when DIA anticipates that the contract mechanism should commence.</p>
<p><b>Anticipated Contract Expiry Date</b></p>	<p>On or about <b>March 31, 2010</b> is when DIA anticipates that the contract mechanism will conclude.</p>
<p><b>Method of Supply</b></p> <p><i>The form of contractual agreement or arrangement that is established between DIA and third party supplier(s) at the successful execution of the sourcing strategy and, where applicable, any solicitation process.</i></p> <p><i>Methods of supply include the following:</i></p> <ol style="list-style-type: none"> <li><b>1. Regular Contract;</b></li> <li><b>2. As-Required Contract;</b></li> <li><b>3. Order/Task against an existing As-Required Contract;</b></li> <li><b>4. Standing Offer Agreement (SOA);</b></li> </ol>	<p>This requirement for Procurement Training Services will be filled via a <b>Contract</b>.</p> <p><b>Contract:</b> A contract is an agreement typically placed with a single supplier, which contains a pre-defined requirement or scope of work, and set terms and conditions including pre-determined quantities, prices or price basis, and delivery date.</p>

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<b>5. Call-up against an existing SOA;</b> <b>6. Supply Arrangement (SA); and</b> <b>7. Call-up against an SA.</b>	
<b>Sourcing Strategy / Method of Solicitation</b> <i>The Sourcing Strategy lays out the means by which DIA intends to acquire Procurement Training Services.</i>  <i>In accordance with the Government Contracts Regulations (GCRs) and Treasury Board Contracting Policy, the Sourcing Strategy may include competition among all potential suppliers or a subset thereof, or, where appropriate, the establishment of a contractual agreement with a supplier on a directed basis.</i>  <i>Where contractual agreements are to be established on a competitive basis, the Method of Solicitation identifies the type of competition that will be conducted.</i>	<b>Non Pre-Qualified Source List:</b>  The establishment of DIA's Contract will transpire via a traditional means of competition, whereby proposals will be requested from a source list of suppliers developed for the purposes of this solicitation.
<b>Contracting Authority</b> <i>The Contracting Authority is the department/agency entering into the contract agreement on behalf of the originator.</i>  <i>The identity of the Contracting Authority is dependent upon decisions made about: the nature of the requirement being fulfilled, application of contract entry limits, signing authorities, and capacity within the originating department to complete the contracting activity.</i>	It has been determined that the Contracting Authority for this Contract will be <b>Department of Internal Affairs (DIA)</b> .
<b>Location(s) of Delivery</b> <i>Within a procurement contract, Location(s) of Delivery refers to the geographic location(s) to which goods are delivered, construction or project related activities are undertaken and/or service results are delivered. When the Location(s) of Delivery are within the</i>	This requirement for Procurement Training Services will result in delivery to  Pangnirtung, Nunavut Territory; Arviat, Nunavut Territory; Cape Dorset, Nunavut Territory; Coral Harbour, Nunavut Territory; and Pond Inlet, Nunavut Territory  The Locations of Delivery include areas within:

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<p><i>geographic boundaries of a CLCA, the Contracting Obligations of that CLCA applies. When the Location(s) of Delivery are within the geographic boundaries of more than one (1) CLCA, the Contracting Obligations of each of these CLCAs apply to the procurement.</i></p>	<p>Pangnirtung, Nunavut Territory: <b>Nunavut Land Claim Agreement</b>                      Arviat, Nunavut Territory: <b>Nunavut Land Claim Agreement</b>                      Cape Dorset, Nunavut Territory: <b>Nunavut Land Claim Agreement</b>                      Coral Harbour, Nunavut Territory: <b>Nunavut Land Claim Agreement</b>                      Pond Inlet, Nunavut Territory: <b>Nunavut Land Claim Agreement</b></p>
<p><b>Procurement Strategy for Aboriginal Business (PSAB)</b></p> <p><i>The PSAB is a policy initiative designed to increase Aboriginal business participation in supplying government procurement requirements through a program of mandatory and optional set-asides. The PSAB requires all contracting authorities, where the procurement is valued in excess of \$5,000, and is destined primarily for Aboriginal populations as defined in TBS Contracting Policy Notice 1996-2, to restrict the procurement exclusively to qualified Aboriginal suppliers where operational requirements, best value, prudence and probity, and sound contracting management can be assured.</i></p> <p><i>Refer to the following INAC URL for additional information:</i></p> <p><a href="http://www.ainc-inac.gc.ca/saea-psab/index-eng.asp">http://www.ainc-inac.gc.ca/saea-psab/index-eng.asp</a></p>	<p>While Comprehensive Land Claims Agreements take precedence, the Government has agreed that all departments and agencies shall initiate or participate in supplier development activities aimed specifically at Aboriginal businesses.</p> <p>A PSAB set-aside <b>is mandatory</b> as DIA's requirement is valued at greater than \$5,000 and <b>is destined</b> primarily for Aboriginal populations.</p> <p>As defined in TBS Contracting Policy Notice 1996-2 it is therefore necessary, where good practice is ensured, that the Contracting Authority restrict procurement exclusively to qualified Aboriginal suppliers.</p> <p>Assistance is available from INAC to determine whether capacity exists for a PSAB set-aside regarding this requirement. Please contact <b>Dolores Coelho at 819-956-9836</b>.</p> <p>Other options that lead to increased representation of Aboriginal business in contract awards should be examined. See the "Increased Aboriginal Participation considerations" section below.</p>
<p><b>Increased Aboriginal Participation considerations</b></p> <p><i>Initiatives should be adopted to increase the use of Aboriginal businesses and create opportunity for employment.</i></p> <p><i>This may include consideration of sourcing requirements via smaller and/or specialized work 'bundles' reflective of local business capacity and economic development priorities within the CLCA</i></p>	<p>The following identification of sectors/participation areas are intended to support DIA in analyzing how their requirements may meaningfully incorporate Aboriginal participation under the resulting contract.</p> <p style="text-align: center;"><b><u>Services</u></b></p> <p><u>Transportation</u></p> <ul style="list-style-type: none"> <li>Local</li> <li>Long distance                             <ul style="list-style-type: none"> <li>- shipping/moving</li> <li>- travel</li> </ul> </li> </ul>



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<p><i>area.</i></p> <p><i>Wherever feasible, contingencies that provide for training and apprenticeship should be implemented.</i></p> <p><i>Contract administrators for DIA may consider further developing, but not be limited to, the sectors identified in the right-hand column.</i></p> <p><i>This list is not exhaustive, but endeavours to promote questions or prompts for DIA's discussion and development of its requirements. These ideas are intended to provide a springboard in DIA's deliberation of ABP Criteria within the solicitation.</i></p> <p><i>As noted above, it is recommended to consult with Land Claim Beneficiaries and/or designated organizations on the capacity to participate in initiatives within any sectors/participation areas identified by DIA as relevant to the project.</i></p>	<p><u>Food</u></p> <p>Preparation and/or Catering</p> <p><u>Local/Traditional Knowledge</u></p> <p>Translation</p> <ul style="list-style-type: none"> <li>- oral</li> <li>- written</li> </ul> <p><u>Office</u></p> <p>Clerical</p> <p><u>Other</u></p> <p>Accommodations</p> <p>Audio/Visual equipment (leasing)</p> <p>Printing</p>

## Part 2. The Compliance Checklist(s)

The following Contracting Obligations under Comprehensive Land Claims Agreements were determined to apply to DIA's planned establishment of a Contract for Procurement Training Services.

The checklist below is intended to guide DIA in completing the required activities during the establishment of the Contract.

When complete, this document should be signed by the project and contract authorities and placed with the contract file.

Contracting Obligations for this Requirement under the <b>06 Nunavut Land Claims Agreement (NLCA)</b>	
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<p><b>References</b></p> <p><i>Officials should refer to the text of the Agreement and, where applicable, the Implementation Plan for the legal text.</i></p> <p><i>In addition, officials should refer to any relevant sections of the Contracting Policy, Contracting Policy Notices (CPNs); and for PWGSC procurements, the relevant sections of the Supply Manual, for the official text.</i></p>	<p><b>Act:</b></p> <p><i>Nunavut Land Claims Agreement Act, 1993, c. 29, N-28.7, [Assented to June 10th, 1993]</i></p> <p><a href="http://laws.justice.gc.ca/en/showdoc/cs/N-28.7///en">http://laws.justice.gc.ca/en/showdoc/cs/N-28.7///en</a></p> <p><b>Final Agreement:</b></p> <p>Agreement Between the Inuit of the Nunavut Settlement Area and Her Majesty the Queen in Right of Canada (1993)</p> <p><a href="http://www.collectionscanada.gc.ca/webarchives/20071115061311/http://www.ainc-inac.gc.ca/pr/agr/nunavut/index_e.html">http://www.collectionscanada.gc.ca/webarchives/20071115061311/http://www.ainc-inac.gc.ca/pr/agr/nunavut/index_e.html</a></p> <p><b>Implementation Plan:</b></p> <p>A Contract Relating to the Implementation of the Nunavut Final Agreement (1994)</p> <p><a href="http://www.collectionscanada.gc.ca/webarchives/20071115153814/http://www.ainc-inac.gc.ca/pr/agr/nunavut/infa_e.html">http://www.collectionscanada.gc.ca/webarchives/20071115153814/http://www.ainc-inac.gc.ca/pr/agr/nunavut/infa_e.html</a></p> <p><b>Contracting Policy and Notice(s):</b></p> <p>Contracting Policy, Section 4.3.8.</p> <p><a href="http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494&amp;section=text">http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494&amp;section=text</a></p> <p>Contracting Policy Notice 1997-8, Section 4 Inuit of Nunavut Land Claim Agreement:</p> <p><a href="http://www.tbs-sct.gc.ca/Pubs_pol/dcgpubs/ContPolNotices/97-8E-04.asp">http://www.tbs-sct.gc.ca/Pubs_pol/dcgpubs/ContPolNotices/97-8E-04.asp</a></p> <p><b>PWGSC Supply Manual:</b></p> <p>PWGSC officials should refer to the PWGSC Supply Manual, in particular, Sections 4.006; 4.007; 6B150;</p>

<b>Contracting Obligations for this Requirement under the 06 Nunavut Land Claims Agreement (NLCA)</b>	
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	7A.004; and the Land Claims Set-aside Policy: <a href="http://www.tpsgc-pwgsc.gc.ca/app-acq/ga-sm/index-eng.html">http://www.tpsgc-pwgsc.gc.ca/app-acq/ga-sm/index-eng.html</a>
<b>Beneficiaries under the Nunavut Land Claims Agreement</b>	<b>Inuit:</b> Within the NLCA, a Beneficiary under the Agreement is a person who is Inuk (a single member of the group of persons defined as Inuit), as defined in <i>Article 1, Part 1; 1.1.1</i> , definition "Inuit".

<b>Obligation</b>	<b>Nunavut Land Claims Agreement (NLCA) DIA's obligations for this requirement</b>	<b>Complete Yes / No</b>
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<p><b>Procurement Planning</b></p> <p><i>Procurement Planning is linked to Project Planning. It encompasses all activities beginning with identification of the need and the decision to contract out rather than source internally, includes the definition and documentation of the requirement as well as critical evaluation factors.</i></p> <p><i>In contracting within CLCA areas procurement planning must consider the obligations to implement the Contracting provisions ("Economic Measures") under CLCAs.</i></p>	<p>Note that within the text of the NLCA, "invite" means to publicly call for bids; whereas "solicit" means to request proposals from suppliers on source lists.</p> <p>Within this document, "solicitation document" refers to a Request for Proposals/Suppliers/Tender, whether publicly advertised or by circulated by invitation.</p> <p>In planning a project and related procurement, it is good practice to consult with Land Claim Beneficiaries and/or designated organizations that may be impacted by the project work.</p> <p>In designing government contracts for the procurement of goods or services in the Nunavut Settlement Area (NSA) DIA shall take into account the increased ability of Inuit firms to compete and reflect the following procurement management measures as set out in section 24.3.5-6:</p> <p>a) increased participation by Inuit firms in business opportunities in the Nunavut Settlement Area economy.</p> <p>b) improved capacity of Inuit firms to compete for government contracts; and</p> <p>c) employment of Inuit at a representative level in the NSA work force</p>	



Obligation	Nunavut Land Claims Agreement (NLCA) DIA's obligations for this requirement	Complete Yes / No
<p><b>Sourcing Strategy Considerations</b></p> <p><i>The development of the Sourcing Strategy for the procurement requirement includes how requirements will be fulfilled. It incorporates the determination of which Method(s) of Supply will be used (contract, standing offer, etc.), the Method(s) of solicitation, how many resulting contract mechanisms (and resulting contractors) are required to fulfill the contract, and how like requirements will be “bundled” or unbundled to achieve best value.</i></p> <p><i>In considering CLCA Economic Measures provisions, this may include consideration of sourcing requirements via smaller and/or specialized work ‘bundles’ reflective of local business capacity and economic development priorities within the CLCA area.</i></p>	<p>In the planning stage of government contracts for the provision of goods, services, construction, or leases in the Territory, Canada shall undertake all reasonable measures to provide opportunities to qualified Inuit firms to compete for and obtain such government contracts. These measures will include, but are not necessarily limited to (s.24.4.2):</p> <ul style="list-style-type: none"> <li>i) setting the date, location, and terms and conditions for bidding so that Inuit firms may readily bid;</li> <li>ii) inviting bids by commodity groupings to permit smaller and more specialised Inuit firms to bid;</li> <li>iii) permitting bids for goods and services for a specified portion of a larger contract package to permit smaller and more specialised Inuit firms to bid;</li> <li>v) avoiding artificially inflated employment skill requirements not essential to the fulfilment of the contract.</li> </ul> <p>Consistent with government policy, it is required to provide the opportunity to qualified Inuit firms to submit bids on public tenders (s.24.4.3).</p>	
<p><b>Inuit Firms in the Procurement Requirements for Consideration</b></p> <p><i>An Inuit Firm is an entity which complies with the legal requirements to carry on business in the Nunavut Settlement Area, and which is:</i></p> <ul style="list-style-type: none"> <li><i>(a) A limited company with at least 51% of the company's voting shares beneficially owned by Inuit;</i></li> <li><i>(b) A cooperative controlled by Inuit; or</i></li> <li><i>(c) An Inuk sole proprietorship or partnership.</i></li> </ul>	<p>Consistent with government policy, it is required to provide the opportunity to qualified Inuit firms to submit bids on public solicitation processes (s.24.4.3).</p> <p>The NLCA states that in order to meet its objective the Government of Canada shall provide reasonable support and assistance to Inuit firms to enable them to compete for government contracts (s.24.2.1)</p> <p><b>Use of Firm List</b></p> <p>In identifying potential suppliers / Bidders DIA shall ensure that qualified Inuit firms, including those that successfully carried out previously awarded government contracts for requirements of a similar nature, are included in the list of firms solicited to bid and given fair</p>	

<b>Obligation</b>	Nunavut Land Claims Agreement (NLCA) <b>DIA's obligations for this requirement</b>	<b>Complete</b> <b>Yes / No</b>
	consideration. (s.24.5.1-2) The list of Inuit firms, maintained by Nunavut Tunngavik Incorporated (NTI), is available at: www.inuitfirm.com.	
<p><b>Aboriginal Benefits Plan Criteria Requirements for Consideration</b></p> <p><i>Aboriginal Benefits Plan (ABP) Criteria consist of specific measures aimed at maximizing opportunities for Land Claims Beneficiaries under procurement contracts.</i></p> <p><i>Criteria are included within a competitive solicitation process and are used to assess the merits of supplier proposals.</i></p> <p><i>Once the procurement contract is Awarded, the supplier's proposed approach to providing Aboriginal Benefits becomes an enforceable contractual obligation.</i></p> <p><i>CLCA Contracting Obligations relating to Bid Criteria are contained within the NLCA, Article 24, Part 6 Bid Criteria.</i></p>	<p><b>Development of Qualifications</b></p> <p>Avoid artificially inflated skills requirements.</p> <p><b>Inclusion of Criteria for Employment Opportunities</b></p> <p>As appropriate, a criterion for the provision of Inuit labour or professional services shall be considered for inclusion. (Note: This may be considered as criteria within a solicitation document) (s.24.6.1).</p> <p><b>Inclusion of Criteria for Contract/Subcontract Opportunities</b></p> <p>As appropriate, a criterion for the use of Inuit suppliers shall be considered for inclusion. (Note: This may be considered as criteria within a solicitation document) (s.24.6.1).</p> <p><b>Criteria for Existence of Offices/facilities within the CLCA area</b></p> <p>As appropriate, a criterion for the existence of offices/facilities within the Nunavut Land Claims Agreement area shall be considered for inclusion. (Note: This may be considered as criteria within a solicitation document) (s.24.6.1).</p> <p>In making a determination of where it is practicable and consistent with sound procurement management to include these measures (24.6. 1) in the bid criteria, the Government of Canada may consider for example whether the number of qualified firms eligible to bid will be restricted to the point where there is little or no competition for the contract (Implementation Plan).</p> <p>As at least 50% of the value of the contract requirement is anticipated to be</p>	

Obligation	Nunavut Land Claims Agreement (NLCA) DIA's obligations for this requirement	Complete Yes / No
	<p>delivered to locations within CLCA areas, it is strongly recommended to include within the solicitation document as many of the above criteria as appropriate to the requirement.</p> <p>In determining the inclusion of an Aboriginal Benefits Plan, DIA is recommended to consult with DIAND Implementation Branch and Legal Services.</p>	
<p><b>Notification of Contracting Opportunity</b></p> <p><i>For competitive Methods of Solicitation and Advance Contract Award Notices (ACANs), providing notification of the opportunity to Designated Inuit Organizations (DIO) and, where appropriate to the procurement, broader industry within the NLCA can enhance implementing measures that reflect the NLCA objectives to increase participation by Inuit firms in business opportunities in the Nunavut Settlement Area economy, and can improve capacity of Inuit firms to compete for government contracts (s. 24.3.6).</i></p> <p><i>Requirements for Notification are also affected by the Method of Supply being established.</i></p>	<p>In accordance with the PWGSC Supply Manual (2010-01-11, s. 9.35.35) and in the interest of Best Practice, as this bid opportunity is not being posted on GETS, DIA should send a notice about the procurement to the applicable land claimant organizations, identified below, on the date of distribution.</p> <p>Notification should include: identification of the scope of the contract requirement; the provision of contact information for the Contracting Authority; request for any interested and qualified Inuit Firms to contact the Contracting Authority about the opportunity; and identification of the date/time by which contact is requested.</p> <p>In such cases, contracting officers should allow the land claimant groups at least 15 calendar days to submit any enquiries before awarding a contract, although the CLCAs do not specify any waiting period.</p> <p>This notification should also contain information on how to qualify to an existing source list.</p> <p><b>Designated Inuit Organizations (DIOs) within the NLCA:</b></p> <p><b>Nunavut Tunngavik Incorporated (NTI)</b></p> <p>Economic and Business Development Department</p> <p>P.O. Box 638</p> <p>Iqaluit, NU X0A 0H0</p> <p>Telephone: 1-888-646-0006</p>	

Obligation	Nunavut Land Claims Agreement (NLCA) DIA's obligations for this requirement	Complete Yes / No
	<p>Facsimile: 867-975-4910</p> <p><b>Qikiqtani Inuit Association</b></p> <p>P.O. Box 1340</p> <p>Iqaluit, NU X0A 0H0</p> <p>Telephone: 867-975-8400 or 1-800-667-2742</p> <p>Facsimile: 867-979-3238</p> <p><b>Qikiqtaaluk Corporation</b></p> <p>P.O. Box 1228</p> <p>Iqaluit, NU X0A 0H0</p> <p>Telephone: 867-979-8400</p> <p>Facsimile: 867-979-8433</p> <p><b>Kakivak Association</b></p> <p>P.O. Box 1419</p> <p>Iqaluit, NU X0A 0H0</p> <p>Telephone: 867-979-0911 or 1-800-561-0911</p> <p>Facsimile: 867-979-3707</p> <p><b>Kivalliq Inuit Association</b></p> <p>P.O. Box 340</p> <p>Rankin Inlet, NU X0C 0G0</p> <p>Telephone: 867-645-2800 or 1-800-220-6581</p> <p>Facsimile: 867-645-2348</p> <p><b>Sakku Investments Corporation</b></p> <p>P.O. Box 188</p> <p>Rankin Inlet, NU X0C 0G0</p> <p>Telephone: 867-645-2805</p> <p>Facsimile: 867-645-2063</p> <p><b>Kitikmeot Economic Development Commission</b></p> <p>P.O. Box 1330</p> <p>Cambridge Bay, NU X0B 0C0</p> <p>Telephone: 867-983-2095</p>	

Obligation	Nunavut Land Claims Agreement (NLCA) DIA's obligations for this requirement	Complete Yes / No
	<p>Facsimile: 867-983-2075</p> <p><b>Nunasi Corporation</b> Corporate Controller 5107 48th Street Yellowknife, NT X1A 1N5 Telephone: 867-920-4587 Facsimile: 867-920-4592</p> <p><b>Kitikmeot Inuit Association</b> Lands Division P.O. Box 360 Kugluktuk, NU X0B 0E0 Telephone: 867-982-3310 Facsimile: 867-982-3311</p> <p>In addition to the requirements above, DIA must take all appropriate measures to inform Inuit firms of competitive opportunities. This may include placing tender ads in the northern media and, where possible, posting notices in public places.</p>	
<p><b>Access to Inuit Owned Lands Requirements</b></p> <p><i>Inuit Owned Lands are defined as:</i></p> <p><i>(a) Those lands that vest in the DIO as Inuit Owned Lands pursuant to Section 19.3.1, and</i></p> <p><i>(b) Any lands that are vested in, acquired by or re-acquired by the DIO as Inuit Owned Lands from time to time pursuant to the Agreement.</i></p> <p><i>Under the NLCA, provisions related to Entry and Access to Inuit Owned Lands for government Contractors are contained within Article 21: Entry And Access, Part 5 Government Access.</i></p> <p><b>Please Note:</b> <i>The rights of access granted may be subject to condition</i></p>	<p>During the period of the Contract, should DIA anticipate a requirement for Contractor personnel to enter or access Inuit Owned Lands, DIA should ensure the following Obligations are fulfilled:</p> <ul style="list-style-type: none"> <li>▪ 1. Contact the appropriate Regional Inuit Association(s) (for a list see Notification above) to obtain application(s) for Access or Certificate(s) of exemption. [CLCA_Department_Acronym] should identify the nature of the requirement; the location(s) of delivery within the NLCA; the length of the contract requirement where access is anticipated to be required, including any options; and any constraints (e.g. timing).</li> <li>▪ 2. Complete the Application for</li> </ul>	

Obligation	Nunavut Land Claims Agreement (NLCA) DIA's obligations for this requirement	Complete Yes / No
<p><i>that no mischief is committed; and liability for damages, including possible removal from the Lands (subsections 21.3.12 and 21.3.13)</i></p>	<p>Access to Inuit Owned Land, including a one page non-technical summary;</p> <ul style="list-style-type: none"> <li>▪ 3. Submit the Completed Application and summary to the applicable Regional Inuit Association(s).</li> <li>▪ 4. Pay any applicable fees (e.g. land use, water license, etc.) (s.21.5.8).</li> </ul> <p><b>From Section 21.5: Government Access</b></p> <p>21.5.1 Agents, employees and contractors of Government, members of the Canadian Forces and members of the RCMP shall have the right, in accordance with this article, to enter, to cross and to remain on Inuit Owned Lands and water on Inuit Owned Lands to carry out legitimate government purposes relating to the lawful delivery and management of their programs and enforcement of laws.</p> <p>21.5.4 Persons/parties exercising these access rights are:</p> <ul style="list-style-type: none"> <li>▪ a) subject to the condition that no mischief be committed (s.21.3.12 b)</li> <li>▪ b) liable for damages caused to the lands; and</li> <li>▪ c) deemed to be trespassers and may be removed from the land, if they fail to comply with the conditions in this article. (s.21.3.13)</li> </ul> <p>21.5.9 In the event that any person exercising access under section 21.5.1 causes damage to Inuit Owned Lands, and Government and the DIO are unable to agree on compensation for damages, the matter shall be referred to arbitration as set out in Article 38 for the determination of liability and fixing of appropriate compensation.</p>	

Obligation	Nunavut Land Claims Agreement (NLCA) DIA's obligations for this requirement	Complete Yes / No
<p><b>Contract Reporting Requirements</b></p> <p><i>In accordance with Contracting Policy Notice 2008-4 - Amendments to the Treasury Board Contracting Policy: Clarification of the obligations to monitor and report contracts under Comprehensive Land Claims Agreements (<a href="http://www.tbs-sct.gc.ca/pubs_pol/dcgpubs/ContPolNotices/2008/0619a-eng.asp">http://www.tbs-sct.gc.ca/pubs_pol/dcgpubs/ContPolNotices/2008/0619a-eng.asp</a>):</i></p> <p><i>Purchasing organizations are obligated to provide ongoing reports of all contracting activity undertaken within CLCAs.</i></p> <p><i>It is the responsibility of DIA to report all contracts entered into directly by DIA as well as those contracts entered into by another purchasing department on DIA's behalf.</i></p> <p><i>To report on contracts and amendments under CLCAs, go to CLCA.net application, available online at: <a href="http://www.ainc-inac.gc.ca">www.ainc-inac.gc.ca</a></i></p>	<p>Procurement contracts and amendments are to be reported when they have been Awarded.</p> <p>Refer to the Reporting Summary below for additional information on this requirement.</p>	

### Part 3. The Reporting Summary

#### At Contract Award DIA's obligations for this requirement

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Based on above, the following provides the preliminary data elements that will be needed when completing the reporting obligations after each Contract within a CLCA area under the procurement contract is Authorized. At the Authorization of each Contract within a CLCA area, DIA is responsible for reporting the information pertaining to that Contract.

**CLCA Identifier:** 06 - Nunavut Land Claim Agreement

*The CLCA Identifier is a unique numerical code assigned to each CLCA to support contract reporting into DIAND's CLCA.net application, in accordance with CPN 2008-4*

**Postal Code:**

Nunavut Land Claim Agreement - Pangnirtung, Nunavut Territory - X0A 0R0

**Contract Number:** R-12345678

**Contract Award Date:** 2009-05-01

**Contract Expiry Date:** 2010-03-31

**Economic Object Code:** DIA has identified that the majority of the requirement to be delivered will consist of 0446 - Training Consultants

**Contract Value:** \$50,000.00

**Note:** *The above figure is the dollar value of the Contract excluding taxes.*

**Anticipated Value per CLCA:**

Nunavut Land Claim Agreement- \$50,000.00

**Note:** *The above figure is the percentage of the total value of the Contract will be delivered to each CLCA area. For reporting under CLCA.net, the total value to each CLCA is required to be reported.*

**Please Note:** In order to report on this contract activity within a CLCA area following Award of each Contract, the following additional information will be required:

- **Contractor Legal Name** – the successful Contractor's full legal name, as recorded on the contract/amendment;
- **CIS Number** – the Customer Information System Consignee Code (CIS) assigned to DIA by DIAND;

Prior to reporting to CLCA.net, DIA is responsible for ensuring all information required to report to CLCA.net is accurate and complete.



**Completion Sign-off**

Upon completion of this CLCA Contracting Obligation Compliance Checklist, the appropriate authority (as applicable) should sign and date this document (below) and place it on the contract file.

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Signature of Department of Internal Affairs Authority

Date:

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Signature of DIA Contracting Authority

Date:

