



# STATUS OF THE DESIGNATED OFFICER PROGRAM: 2019

**CMD 20-M26**

September 16, 2020



# CNSC Designated Officer Program (1/2)

The Designated Officer (DO) Program (DO Program) was established in 2000 with the coming into force of the *Nuclear Safety and Control Act* (NSCA).

- The Commission designates, pursuant to subsection 37(1) of the NSCA, CNSC staff positions by title of office to make designated officer decisions
- DOs may be authorized by the Commission to carry out licensing decisions for certain classes of licences

**The DO Program helps ensure DOs understand the scope of their authorities and how to execute them**



# CNSC Designated Officer Program (2/2)

## DO Authorities - licensing, certification and compliance decisions

- Licensing decisions include those related to the issuance, renewal, suspension, amendment, refusal, revocation or replacement of a licence
- Compliance decisions include those related to orders and Administrative Monetary Penalties (AMPs).
- Certification decisions include those related to prescribed equipment and personnel.

## DO Decision Making

- DO decisions are made independently;
- Subject to rules governing procedural fairness and impartiality;
- in some circumstances DOs are obligated to provide an opportunity to be heard before making a decision;
- some decisions of DOs may be reviewed by the Commission.

**DOs are independent decision makers**

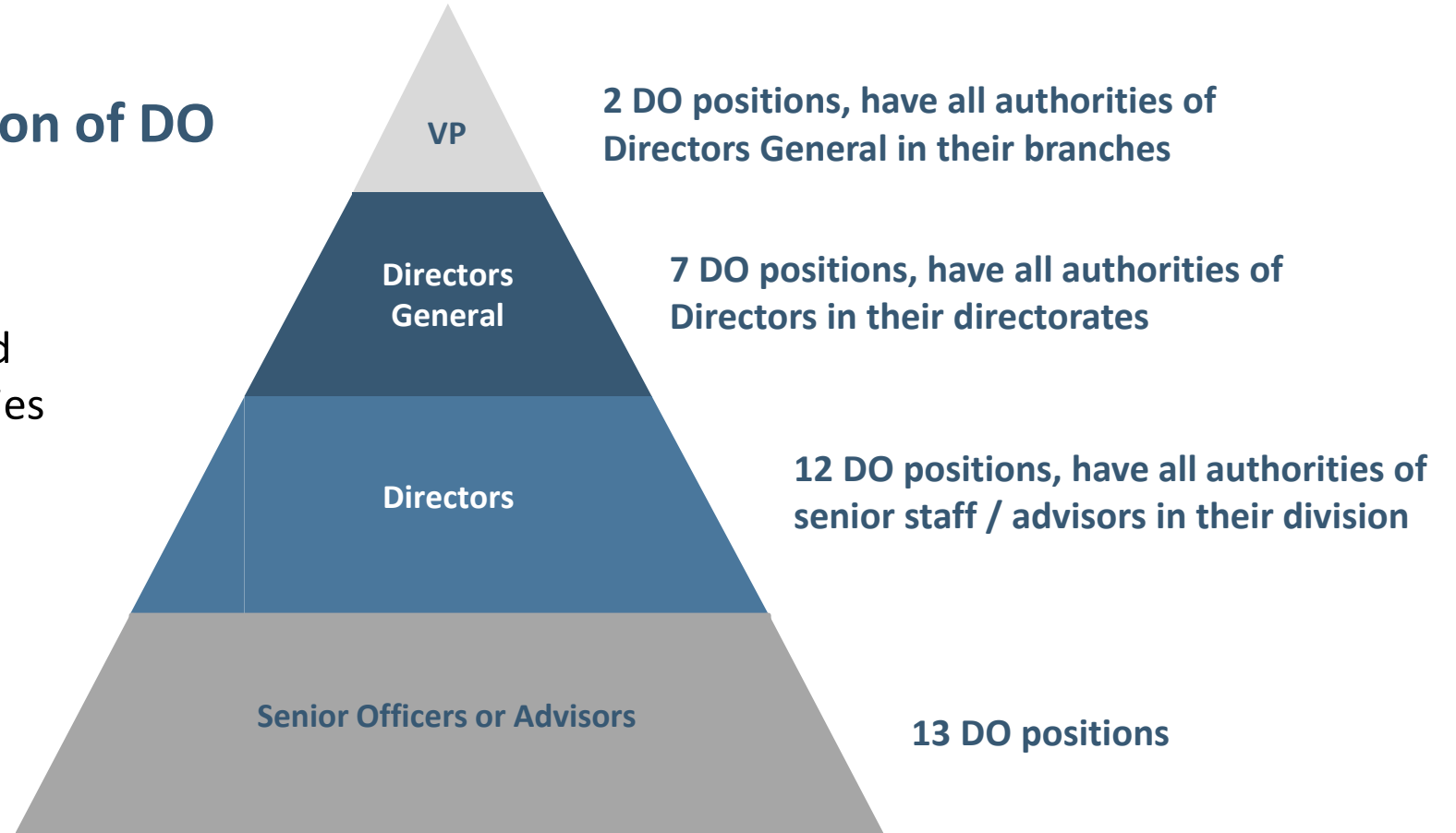


# DO Positions at the CNSC (1/3)

## Pyramid-style allocation of DO authorities

- Authorities are allocated according to position and operational responsibilities
- Ensures continuity of operations

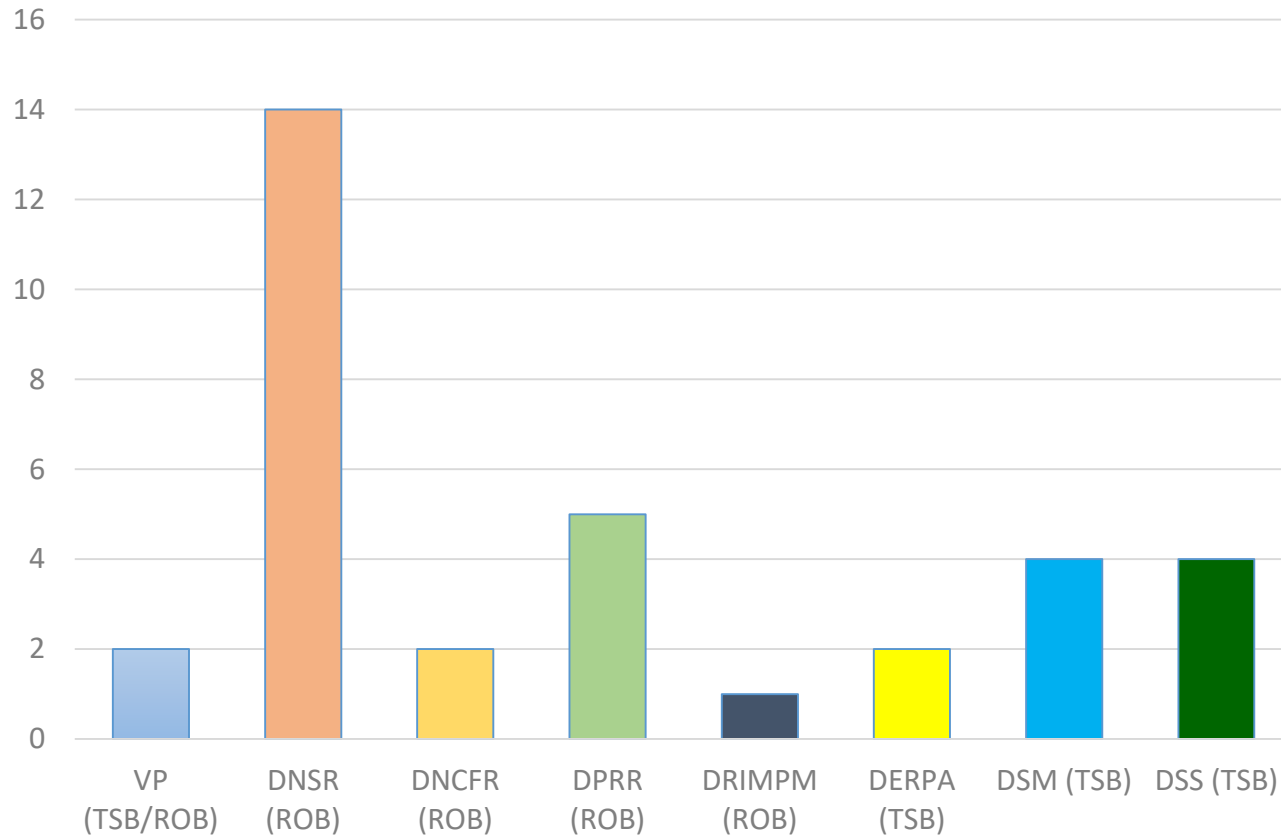
## DO authorities are not transferable





# DO Positions at the CNSC (2/3)

## DO Positions by Directorate



In 2014, the Commission designated **31 DO positions**.

**22 DO positions** in the Regulatory Operations Branch (ROB)

**9 positions** in Technical Support DO Branch (TSB)

In 2019, the Commission designated **three additional DO positions** (now 34 DOs).

**23 DO positions** in ROB

**11 DO positions** in TSB



# DO Positions at the CNSC (3/3)

Retirements and new appointments in DO positions resulted in:

- 3 DO position staffing changes
- Designation of 3 additional DOs

All new DOs completed the DO training and assistance program which includes legal and procedural briefings, self-directed learning and peer mentorship

The Commission designated three DOs in September 2019 after a request from CNSC staff (CMD 19-H110)

- One in the Accelerators and Class II Facilities Division (ROB)
- Two in the Personnel Certification Division (TSB)

**The Commission may designate additional DOs to address a higher volume of applications requiring DO approval**



# DO Authorities

The Commission has authorized DOs to carry out certain duties pursuant to subsection 37(2) (licensing, certification, compliance) and section 65.05 (notices of violation) of the NSCA

- summary of authorities is provided in [Appendix A](#)
- summary of Commission-designated DO positions and their authorities is available in [Appendix B](#)

Statutory requirement for an opportunity to be heard for certain DO decisions

- must be offered in cases such as licence refusals or revocations

Applicants and licensees may appeal a DO decision to the Commission pursuant to subsection 43(1) of the NSCA

**The Commission has authorized DOs to carry out certain licensing, certification and compliance authorities**



# DO Authorities Carried Out – 2019

Title of Office / Directorate	Authorities carried out under NSCA 37(2) and 65.05 in 2019									
	37(2)								AMPs	Total
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)		
<b>Executive VP and Chief Regulatory Operations Officer</b>										<b>0</b>
<b>Director General, Directorate of Nuclear Substance Regulation (DNSR)</b>	*	*	*	*	13		12			<b>25</b>
Accelerators and Class II Facilities Division		13	40	211						<b>264</b>
Nuclear Substances and Radiation Devices Licensing Division			45	1318						<b>1363</b>
Transport Licensing and Strategic Support Division	66		58	27						<b>151</b>
<b>Director General, Directorate of Power Reactors Regulation (DPRR)</b>					15					<b>15</b>
<b>Director General, Directorate of Nuclear Cycle and Facilities Regulation (DNCFR)</b>			1	6	7					<b>14</b>
<b>Canadian Nuclear Laboratories Regulatory Program Division</b>										<b>0</b>
<b>Vice- President, Technical Support Branch</b>		2								<b>2</b>
<b>Director General, Directorate of Environmental and Radiation Protection and Assessment (DERPA)</b>				7	1					<b>8</b>
Radiation Protection Division								4		<b>4</b>
<b>Director General, Directorate of Safety Management</b>		481								<b>481</b>
Personnel Certification Division		165								<b>165</b>
<b>Director General, Directorate of Security and Safeguards, including the Non-Proliferation and Export Controls Division</b>			900	103	3	1				<b>1007</b>
<b>Total</b>	<b>66</b>	<b>661</b>	<b>1044</b>	<b>1672</b>	<b>39</b>	<b>1</b>	<b>12</b>	<b>4</b>	<b>0</b>	<b>3499</b>

See [Appendix A](#) for a summary of DO authorities under 37(2) and 65.05 (AMPs) of the NSCA

\*Authorities carried out by the Director General, DNSR reported under the statistics for individual divisions

See [Appendix C](#) for breakdown of DO authorities carried out by year

Position not authorized for this DO authority

Authority not exercised in 2019





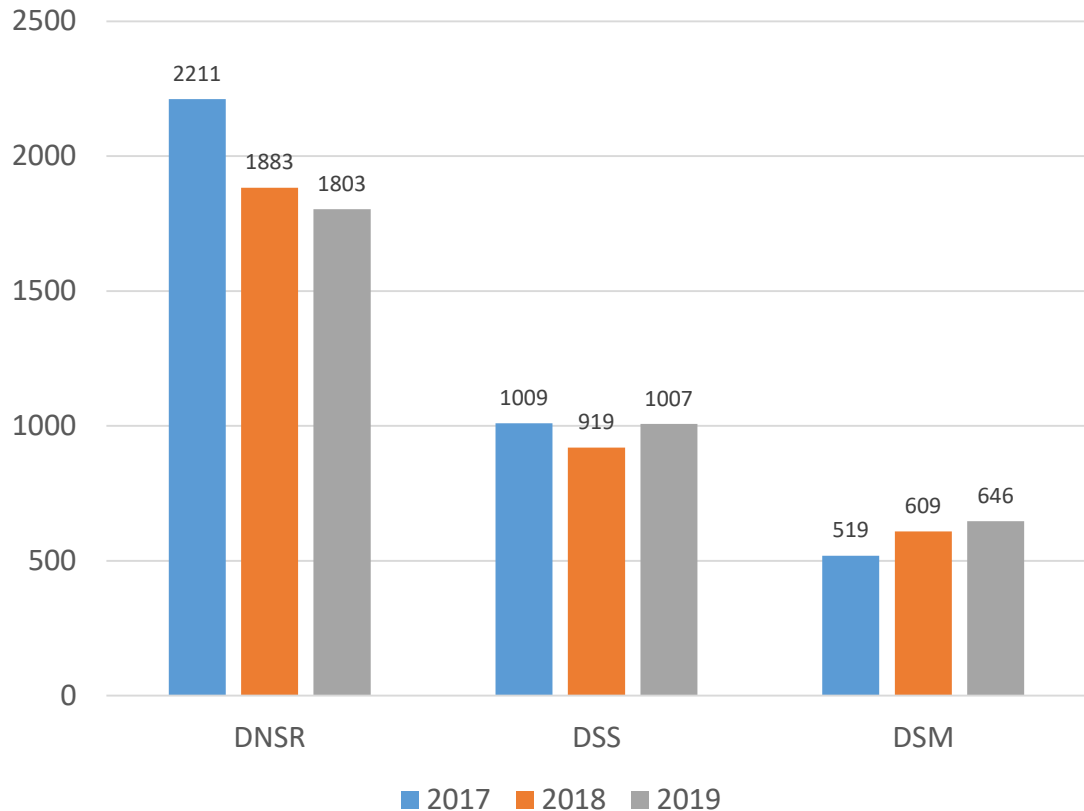
# 2019 Authorities vs Previous Years (1/2)

Title of Office / Directorate	2017	2018	2019
<b>Executive VP and Chief Regulatory Operations Officer</b>	1	3	0
<b>Director General, Directorate of Nuclear Substance Regulation (DNSR)</b>	32	19	25
Accelerators and Class II Facilities Division	342	304	264
Nuclear Substances and Radiation Devices Licensing Division	1540	1377	1363
Transport Licensing and Strategic Support Division	297	182	151
<b>Director General, Directorate of Nuclear Cycle and Facilities Regulation (DNCFR)</b>	14	11	14
<b>Director General, Directorate of Power Reactors Regulation (DPRR)</b>	7	4	15
<b>Canadian Nuclear Laboratories Regulatory Program Division</b>	*	*	0
<b>Vice- President, Technical Support Branch</b>	1	0	2
<b>Director General, Directorate of Environmental and Radiation Protection and Assessment (DERPA)</b>	8	6	8
Radiation Protection Division	6	2	4
<b>Director General, Directorate of Safety Management</b>	178	115	481
Personnel Certification Division	341	494	165
<b>Director General, Directorate of Security and Safeguards, including the Non-Proliferation and Export Controls Division</b>	1009	919	1007
<b>Total</b>	<b>3776</b>	<b>3436</b>	<b>3499</b>
*data not available as the division was formed in 2018			

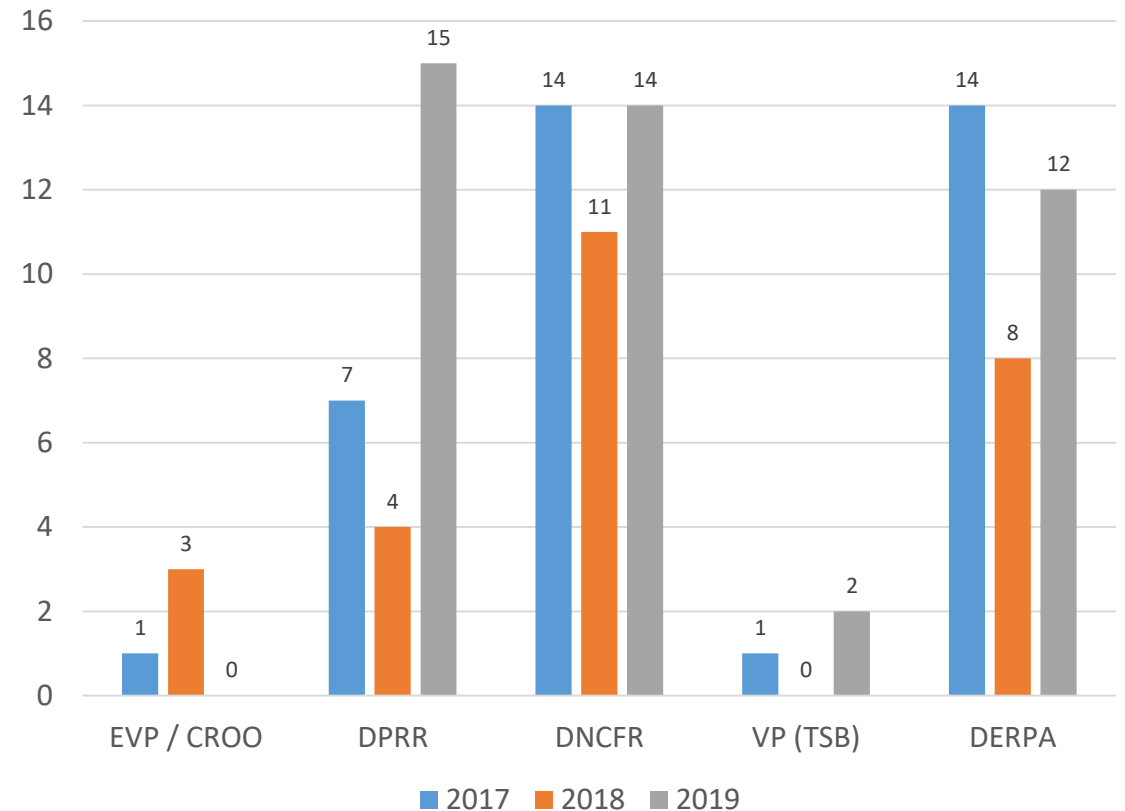


# 2019 Authorities vs Previous Years (2/2)

## Directorates carrying out the largest number of authorities in 2019



## Authorities carried out by remaining four directorates/branches





# Decisions Reportable to the Commission

Pursuant to subsection 37(5) of the NSCA, the following types of DO decisions must be reported to the Commission:

- Licensing refusals (including refusals to issue, renew, suspend, amend, revoke or replace a licence, or authorize its transfer)
- Issuance of a licence with a financial guarantee
- Licence renewal with a change in licence conditions, or a licence suspension, amendment, revocation or replacement without an application or the licensee's consent
- Confirmation, amendment, revocation or replacement of an inspector's order

DO decisions reportable to the Commission pursuant to subsection 37(5) of the NSCA are those that deal with safety significant issues, have a substantive impact on the proponent or give rise to an opportunity to be heard.



# Subsection 37(5) Report

In 2019, DOs made **97 decisions** that must be reported to the Commission pursuant to subsection 37(5) of the NSCA

- **2** licence amendments with a financial guarantee
- **2** licence renewals with amended licence conditions

- **12** inspector order confirmations
- **1** refusal to issue an export licence (DSS)
- **1** refusal to authorize a transfer of licence (DNSR)

(More information on these decisions is provided in [Appendix D](#))

- **77** licences with a financial guarantee issued by DNSR DOs
- **2** licences with a financial guarantee issued by DNCFR



# Redetermination by the Commission

- November 2018 – Refusal by DO to recertify individual as an Exposure Device Operator (EDO)
  - Opportunity to be heard offered by DO prior to issuance of decision with no response from individual
- December 2018 – Request for redetermination of DO decision made to the Commission pursuant to s.43(3)
  - June 2019- Hearing conducted based on written and oral submissions
  - July 2019 – Commission confirmed DO decision refusing to renew EDO certification



# Administrative Monetary Penalties

- Section 65.05 of the NSCA allows DOs to issue AMPs to an individual or a corporation
  1. Individual – up to \$20,000
  2. Corporation – up to \$100,000
- Details about AMPs are available on the [CNSC website](#) for two years from the date of issuance
- AMPs Issued by DOs in 2017: **7**
- AMPs Issued by DOs in 2018: **3**

**There were no AMPs issued by DOs in 2019**



# Annual CNSC DO Community Forum (1/2)

The first annual DO Community Forum was held in April 2018; a second forum was held in May 2019

The spring 2020 DO Forum was delayed due to COVID-19 and has been rescheduled for fall of 2020



Helping support  
a collaborative  
DO community



# Annual CNSC DO Community Forum (2/2)



- The forum brings together DOs to share their knowledge, expertise and experiences as DOs
- Annual legal and DO program refreshers
- Case studies and practical activities
- Group discussions and idea exchanges





# DO Program Improvement Initiatives (1/3)

- Training and briefings
  - In-class training on making orders
  - New DO briefings
  - Continued support for DOs from CNSC Legal Services
- Improved resources for DOs including Regulatory Documents and Work Instructions
- Enhanced knowledge-sharing sessions planned for 2020 DO forum
- Improvements in process for tracking of DO authorities
  - Need for a consistent/efficient approach amongst all Directorates



# DO Program Improvement Initiatives (2/3)

2020 DO Forum is planned to be held on a virtual platform

- Zoom / MS 365 Team
- Virtual collaboration amongst participants required

Various activities being planned to keep DOs engaged

- Panel discussions, presentations, case studies

Two half-days being proposed as opposed to one full day

- Screen fatigue
- Technical difficulties

Draft agenda can be found in [Appendix E](#)

**Continuous improvement is vital to the success of the DO Program**



# DO Program Improvement Initiatives (3/3)



Français Bulletin Boards Forms Org Charts Navigator Portal CNSC Web Site

BORIS > English > Operational Activities > Designated Officer Community

- President's Office
- The Commission
- Regulatory Framework
- Strategic Planning
- Operational Activities
- Licensing and Certification
- Compliance
- Safety and Control Areas
- Tools
- International Relations
- Directory of Services
- Reading Room
- Nuclear Emergency Management
- Navigator

## The CNSC Designated Officers (DO) Community

The community is comprised of [designated officers](#) authorized by the Commission to exercise duties pursuant to the [Nuclear Safety and Control Act](#). This webpage provides information to help DOs perform their duties.

### Overview Documents:

- [Process for Making a Designated Officer Decision](#)
- [Maintenance of Designated Officer Program](#)
- [Guidelines for Designated Officer Duties](#) (under revision)

### Process Documents and Tools by Designated Officer Authority:

- [Certify/decertify prescribed equipment](#)
- [Certify/decertify personnel](#)
- [Issue a licence of class](#)
- [Renew, suspend, amend, revoke or replace, or authorize the transfer of a licence of class](#)
- [Designate an inspector](#)
- [Make an order](#)
- [Confirm, amend, revoke or replace an order made by an inspector](#)
- [Authorize return to work follow dose exceedance](#)
- [Issue notice of violation \(AMP\)](#)

### DO Community Forum

- Next Forum: **2020 (date TBD)**
- [Forum Agendas](#)
- [Forum Pictures](#)



### Related Links

- [DO Program Bulletin Board](#)
- [DO Program Documentation](#)
- [Legal Principles](#)
- [Legal Advice](#)
- [Annual Secretariat Report on DO Program](#)
- [DO Decisions Tracking](#)
- [CNSC Regulations Reference Manual](#)
- [Regulatory Actions](#)
- [Select and apply enforcement tools](#)
- [Management System](#)

### Contact Us

Help us make this Web site relevant for you.  
Contact [Tetyana Panichevska](#) or the [DO Program mailbox](#) with any questions, suggestions or feedback.



# COVID-19 Impact on DO Program

- CNSC Business Continuity Plan activated March 15, 2020
  - All CNSC staff in site/regional offices and Ottawa to work from home
- Use of technology to ensure same rigor is applied by CNSC staff to ensure effective regulatory oversight
- DO processes are now electronic
  - DO documents, decisions, and certificates are all reviewed and approved electronically
  - Virtual briefings with LS, DRIMPM and Commission Secretariat

**DOs continue to carry out their authorities in a fair, impartial and timely manner.**



# Conclusions

In **2019**, DOs carried out **3,499 authorities**, including **97 decisions** that fall into the category of those that must be reported to the Commission.

Feedback from the **2020 Virtual DO forum** will be provided during the next update, including lessons learned and best practices.

**The DO Program is built on a solid foundation and continues to be a key and effective component of the CNSC's licensing and compliance framework**



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# APPENDIX A

## Summary of Designated Officer Authorities



# Summary of DO Authorities (1/2)

## Licensing and certification authorities pursuant to the NSCA

- 37(2)(a): *certify and decertify prescribed equipment for the purposes of the NSCA*
- 37(2)(b): *certify and decertify persons referred to in paragraph 44(1)(k) as qualified to carry out their duties under the NSCA or the duties of their employment, as the case may be*
- 37(2)(c): *issue, on receipt of an application referred to in subsection 24(2), a licence of a class established by the Commission*
- 37(2)(d): *renew, suspend in whole or in part, amend, revoke or replace, or authorize the transfer of, upon receipt of an application referred to in subsection 24(2), a licence of a class established by the Commission*





# Summary of DO Authorities (2/2)

## Designation and compliance (non-licensing and certification) authorities, pursuant to the NSCA

- 37(2)(e): designate any person whom the DO considers qualified as an inspector under subsection 29(1)
- 37(2)(f): *make any order that an inspector may make under subsection 35(1) or (2)*
- 37(2)(g): *confirm, amend, revoke or replace any order made by an inspector*
- 37(2)(h): *authorize the return to work of persons whose dose of radiation has or may have exceeded the prescribed radiation dose limits*
- 65.05: *Issue notices of violation (related to administrative monetary penalties)*



# APPENDIX B

## CNSC DO Positions and Authorities

# CNSC DESIGNATED OFFICER POSITIONS AND AUTHORITIES

	<b>Authority</b>									
	Certify and decertify prescribed equipment for the purposes of the Act	Certify and decertify persons referred to in paragraph 44(1)(k) as qualified to carry out their duties under this Act or the duties of their employment, as the case may be	Issue, on receipt of an application referred to in subsection 24(2), a licence of class identified in part I, II or V of the "Classes of Licences" [CMD 01-M17]	Renew, suspend in whole or in part, amend, revoke or replace, or authorize the transfer of, upon receipt of an Application referred to in subsection 24(2), a licence of class identified in part I, II or V of the "Classes of Licences" [CMD 01-M17]	Designate any person whom the Designated Officer considers qualified as an Inspector under subsection 29(1)	Make any order that an inspector may make under subsection 35(1) or (2)	Confirm, amend, revoke or replace any order made by an Inspector	Authorize the return to work of persons whose dose of radiation has or may have exceeded the prescribed radiation dose limits	Issue notices of violations (related to Administrative Monetary Penalties)	
REGULATORY OPERATIONS BRANCH	Title of Office	37(2)(a)	37(2)(b)	37(2)(c)	37(2)(d)	37(2)(e)	37(2)(f)	37(2)(g)	37(2)(h)	65.05
	<b>Executive VP and Chief Regulatory Operations Officer</b> <i>Regulatory Operations Branch</i>	✓	✓	✓	✓	✓	✓	✓	✓	✓
	<b>Director General</b> <i>Directorate of Nuclear Substance Regulation (DNSR)</i>	✓	◆	◆	◆	◆	◆	◆		◆
	<b>Director</b> <i>Accelerators and Class II Facilities Division</i>	✓	◆◆	◆◆	◆◆		◆	◆		
	<b>Senior Project Officer</b> (maximum 3 position) <i>Accelerators and Class II Facilities Division</i>			◆◆	◆◆					
	<b>Director</b> <i>Nuclear Substances and Radiation Devices Licensing Division</i>			◆◆	◆◆		◆	◆		
	<b>Licensing Project Officer</b> (maximum 4 positions) <i>Nuclear Substances and Radiation Devices Licensing Division</i>			◆◆	◆◆					

REGULATORY OPERATIONS BRANCH	Title of Office	37(2)(a)	37(2)(b)	37(2)(c)	37(2)(d)	37(2)(e)	37(2)(f)	37(2)(g)	37(2)(h)	65.05
	<b>Director</b> <i>Transport Licensing and Strategic Support Division</i>	✓		◆◆	◆◆		◆	◆		
	<b>Transport Specialist</b> (maximum 1 position) <i>Transport Licensing and Strategic Support Division</i>	◆◆		◆◆						
	<b>Program Officer</b> (maximum 1 position) <i>Transport Licensing and Strategic Support Division</i>	◆◆		◆◆						
	<b>Director</b> <i>Operations Inspection Division</i>									
	<b>Director General</b> <i>Directorate of Nuclear Cycle and Facilities Regulation (DNCFR)</i>			◆	◆	◆	◆	◆		◆
	<b>Director</b> <i>Canadian Nuclear Laboratories Regulatory Program Division (CNLRPD)</i>						◆◆			
	<b>Director General</b> <i>Directorate of Power Reactor Regulation (DPRR)</i>					◆	◆	◆		◆
	Director Bruce Regulatory Program Division						◆◆			
	Director Pickering Regulatory Program Division						◆◆			
Director Darlington Regulatory Program Division						◆◆				
Director Gentilly-2/Point Lepreau Regulatory Program Division						◆◆				
<b>Director General</b> <i>Directorate of Regulatory Improvement and Major Projects Management (DRIMPM)</i>					◆	◆	◆		◆	

Title of Office	37(2)(a)	37(2)(b)	37(2)(c)	37(2)(d)	37(2)(e)	37(2)(f)	37(2)(g)	37(2)(h)	65.05
<b>Vice-President</b> <i>Technical Support Branch</i>		✓	✓	✓	✓	✓	✓	✓	✓
<b>Director General</b> <i>Directorate of Environmental and Radiation Protection and Assessment (DERPA)</i>			◆	◆	◆	◆	◆	✓	◆
<b>Director</b> <i>Radiation Protection Division</i>								✓	
<b>Director General</b> <i>Directorate of Safety Management (DSM)</i>		◆				◆	◆		◆
<b>Director</b> <i>Personnel Certification Division</i>		◆◆*							
<b>Senior Examination and Certification Officer (max 2 positions)</b> <i>Personnel Certification Division</i>		◆◆*							
<b>Director General</b> <i>Directorate of Security and Safeguards (DSS)</i>			◆	◆	◆	◆	◆		◆
<b>Director</b> <i>Non-Proliferation and Export Controls Division</i>			◆◆	◆◆					
<b>Senior Advisor (maximum 2 positions)</b> <i>Non-Proliferation and Export Controls Division</i>			◆◆	◆◆					

**Legend**

- ✓ Fully authorized
- ◆ Authority restricted to the directorate's licensing and certification mandate
- ◆◆ Authority restricted to the division's licensing and certification mandate
- \* Decertification of NPP operators(s) will only be exercised by designated DGs and VPs



# APPENDIX C

## Breakdown of DO Authorities Carried Out (2017-2019)



# DO Authorities Carried Out – 2017 (1/3)

## 3,713 licensing and certification authorities in 2017 including:

- 2,179 authorities by the Directorate of Nuclear Substance Regulation (DNSR)
  - 183 licences issued
  - 373 licences renewed
  - 1,014 licence amendments
  - 262 licence revocations
  - 88 licence transfers
  - 222 prescribed equipment certifications
  - 37 personnel certifications
- 519 personnel certification authorities by the Directorate of Safety Management (DSM)
- 1,000 authorities by the Directorate of Security and Safeguards (DSS)
  - 870 licences issued
  - 130 licences amended, revoked or transferred

## 63 non-licensing authorities in 2017 including:

- 25 compliance and 7 inspector designation authorities by DNSR
- 2 compliance and 7 inspector designation authorities by the Directorate of Nuclear Cycle and Facilities Regulation (DNCFR)
- 6 return to work authorizations by the Directorate of Environmental and Radiation Protection and Assessment (DERPA)
- 9 inspector designations authorities by DSS
- 7 inspector designation by DPRR

**DOs carried out 3,776  
authorities in 2017**



# DO Authorities Carried Out – 2018 (2/3)

## 3,390 licensing and certification authorities in 2018 including:

- 1,862 authorities by DNSR
  - 152 licences issued
  - 337 licences renewed
  - 920 licence amendments
  - 237 licence revocations
  - 89 licence transfers
  - 93 prescribed equipment
  - 34 personnel certifications
- 609 personnel certification authorities by DSM
- 910 authorities by the DSS
  - 780 licences issued
  - 130 licences amended, revoked or transferred

## 46 non-licensing authorities in 2018 including:

- 18 compliance and 3 inspector designation authorities by DNSR
- 2 compliance and 7 inspector designation authorities by the DNCFR
- 2 return to work authorizations by DERPA
- 7 inspector designations and 2 compliance authorities by DSS
- 4 inspector designation by DPRR

**DOs carried out 3,436  
authorities in 2018**





# DO Authorities Carried Out – 2019 (3/3)

## 3,443 licensing and certification authorities in 2019 including:

- 1,778 authorities by DNSR
  - 143 licences issued
  - 347 licences renewed
  - 931 licence amendments
  - 203 licence revocations
  - 75 licence transfers
  - 66 prescribed equipment
  - 13 personnel certifications
- 646 personnel certification authorities by DSM
- 1003 authorities by the DSS
  - 900 licences issued
  - 103 licences amended, revoked or transferred
- 7 licence amendment authorities by DERPA
- 7 authorities by DNCFR
- 2 personnel certifications by VP TSB

## 56 non-licensing authorities in 2019 including:

- 12 compliance and 13 inspector designation authorities by DNSR
- 7 inspector designation authorities by the DNCFR
- 15 inspector designation authorities by DPRR
- 4 return to work authorizations and 1 inspector designation by DERPA
- 3 inspector designations and 1 compliance authorities by DSS

**DOs carried out 3,499  
authorities in 2019**



# APPENDIX D

## DO Decisions Reportable to the Commission

Pursuant to subsection 37(5) of the NSCA



# DO Licensing Decisions

Licence Type	Licensee	Subject
Waste Nuclear Substance Licence	Abraflex	Issuance of a licence with a financial guarantee
Waste Nuclear Substance Licence	Mississauga Metal and Alloys	Renewal of a licence with amended licence conditions
Waste Nuclear Substance Licence	EWL Management Ltd	Renewal of a licence with amended licence conditions
Waste Nuclear Substance Licence	Kinetrics	Issuance of a licence with a financial guarantee
Waste Nuclear Substance Licence	University of Toronto	Licence amendment with a financial guarantee
Waste Nuclear Substance Licence	OPG - Radioactive Waste Management Site	Licence amendment with a financial guarantee
Export Licence	n/a	Refusal to issue Export licence

The remaining 77 licensing decisions were the issuance of licences with financial guarantees by DNSR



# DO Decisions on Inspector Orders - 2019

Order #	Date Issued	Licensee	Order Closed
1207	07-Mar-19	Orbit Engineering Ltd.	15-Mar-19
838	20-Mar-19	Trenergy Inc.	26-Apr-19
759	24-Apr-19	Canadian Construction Materials Engineering & Testing Inc.	10-May-19
1117	25-Apr-19	Alpha Adroit Engineering Ltd	07-May-19
599	28-May-19	Union Street Geotechnical Ltd.	30-May-19
n/a	22-Mar-19	Neucel Specialty Cellulose Ltd.	Licence revoked 25-June-19
1112	18-Jun-19	Vale Newfoundland and Labrador Limited	03-Oct-19
1224	10-Jul-19	Allnorth Consultants Ltd.	12-Sep-19
561	03-Sep-19	Montreal Neurological Institute and Hospital	05-Nov-19
1058	23-Sep-19	High Precision Monitoring & Analysis Ltd.	Pending
6006477	30-Sep-19	Smiths Detection Inc	12-May-20
6062675	06-Dec-19	Mississauga Metals and Alloys Inc.	Pending

In 2019, DOs made **12 decisions** that are reportable to the Commission pursuant to paragraph 37(5)(d) of the NSCA.



# APPENDIX E

## Draft Agenda for 2020 Virtual DO Forum



# Draft Agenda for Virtual DO Forum 2020

Date	TBD		
Time / Heure	9:00 – 12:00	Duration/Durée: 3 hours	
<b>Agenda</b> ~ <b>Ordre du jour</b>	1.	<b>Welcome / Bienvenue</b> TBD	<b>9 h 00 – 9 h 10</b>
	2.	<b>Knowledge Transfer</b> (Colin Moses, IMTD)	<b>9 h 10 – 9 h 40</b>
	3.	<b>Case Study</b> (Karen Owen-Whitred), TLSSD and Sylvain Faille, NSRDLD)	<b>9 h 40 – 10 h 30</b>
	4.	<b>Role of Finance related to the DO authorities (TBC)</b> (Nancy Sigouin and Sonia Racine, FMICD)	<b>10 h 30 – 11 h 00</b>
	5.	<b>Open Floor Discussion</b>	<b>11 h 00 – 11 h 30</b>
	6.	<b>Wrap up / Sommaire de la journée</b> (ROCD)	<b>11 h 30 – 11 h 45</b>
<b>Contact:</b> T. Panichevska		Tel: 995-9346 or <a href="#">DO Program Mailbox</a>	

Date	TBD		
Time / Heure	9:00 – 12:00	Duration/Durée: 3 hours	
<b>Agenda</b> ~ <b>Ordre du jour</b>	1.	<b>Opening Remarks / Ouverture</b> (Ramzi Jammal, EVP/CROO)	<b>9 h 00 – 9 h 15</b>
	2..	<b>Panel Discussion/Discussion de groupe</b> (Haidy Tadros: DNCFR, Greg Lamarre: DSS, Nadia Petseva: NECD and Yani Picard: ACFD)	<b>9 h 15 – 10 h 00</b>
	3.	<b>DO program update / Mis à jour du programme des fonctionnaires désignés</b> (Tetyana Panichevska, DRIMPM)	<b>10 h 00 – 10 h 15</b>
	4.	<b>Update from Secretariat / Mis à jour du Secrétariat</b> (Monica Hornof, Secretariat)	<b>10 h 15 – 10 h 45</b>
	5.	<b>Refresher from Legal Services / Remise à niveau par Service juridiques</b> (Denis Saumure, Legal Services)	<b>10 h 45 – 11 h 25</b>
	6.	<b>Opportunity to be heard discussion</b> (Haidy Tadros, DNCFR and Mark Broeders ACFD )	<b>11 h 25 – 11 h 45</b>
	7.	<b>Wrap up / Sommaire de la journée</b> (ROCD)	<b>11 h 45 – 12 h 00</b>

\*the open floor discussion provides a buffer on Day 2 should the Day 1 schedule overflow