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Ngamije-Gaga, Axel (SSC/SPC)

From: Charron, Catherine Anne (SSC/SPC) on behalf of Nadeau, Patrice (SSC/SPC)
Sent: August-26-19 8:13 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Accepted: Révision des mises en candidatures - Prix d'excellence 2019 / Nomination Review - 2019 Awards of Excellence

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Ngamije-Gaga, Axel (SSC/SPC)

From: Gagnon, Luc (SSC/SPC)
Sent: October-10-19 2:11 PM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Accepted: Révision des mises en candidatures - Prix d'excellence 2019 / Nomination Review - 2019 Awards of Excellence

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Ngamije-Gaga, Axel (SSC/SPC)

From: Fletcher, Katherine (SSC/SPC) on behalf of Canam, Ken (SSC/SPC)
Sent: October-11-19 9:26 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Accepted: Révision des mises en candidatures - Prix d'excellence 2019 / Nomination Review - 2019 Awards of Excellence

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: Attwood, Stephanie (SSC/SPC) on behalf of Normand, Louis-Paul (SSC/SPC)
Sent: October-10-19 3:17 PM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Declined: Révision des mises en candidatures - Prix d'excellence 2019 / Nomination Review - 2019 Awards of Excellence

Categories: Laurent

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: SSC CONF Ott-99 Metcalfe-7-102 CONF SPC
Sent: August-19-19 10:31 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Accepted: Révision des mises en candidatures - Prix d'excellence 2019 / Nomination Review - 2019 Awards of Excellence

Your request was accepted.

Sent by Microsoft Exchange Server 2013

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Communiqué en vertu de la Loi sur l'accès à l'information

Ngamije-Gaga, Axel (SSC/SPC)

From: Lepine, Andrew (SSC/SPC)
Sent: October-11-19 5:39 AM
To: Mitchell, Jessica (SSC/SPC)
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: RE: Révision des mises en candidatures - Prix d'excellence 2019 / Nomination Review - 2019 Awards of Excellence

Categories: Laurent

Good morning Jessica,

Unfortunately, Luc is unavailable during both these timeslots. He will be able to dial in on the 15th but will be maximum 30 minutes late.

My apologies,

Andrew Lepine

A/Executive Assistant to the Senior Assistant Deputy Minister, Chief Technology Officer Branch
Chief Technology Officer Branch
Shared Services Canada / Government of Canada
andrew.lepine@canada.ca Tel.: 343-543-6784

Administration et agent de planification, p.i.
Direction générale du Dirigeant principal de la technologie
Services partagés Canada / Gouvernement du Canada
andrew.lepine@canada.ca Tél.: 343-543-6784

From: Mitchell, Jessica (SSC/SPC)
Sent: October 10, 2019 7:27 PM
To: Lepine, Andrew (SSC/SPC) <andrew.lepine@canada.ca>
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Subject: FW: Révision des mises en candidatures - Prix d'excellence 2019 / Nomination Review - 2019 Awards of Excellence

Good day,

Would Mr. Gagnon be available on one of the following two dates:

-Friday, October 18, 2019 : 2:30 pm to 4:30 pm
-Monday, October 21, 2019 : 3:00 pm to 5:00 pm

If so, I will forward a new invitation.

Thank you kindly,

Jessica Mitchell

Formation linguistique, Direction générale des services ministériels

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s.16(2)(c)

Sent: October 10, 2019 2:15 PM
To: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Subject: FW: Révision des mises en candidatures - Prix d'excellence 2019 / Nomination Review - 2019 Awards of Excellence

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From: Lepine, Andrew (SSC/SPC)
Sent: October 10, 2019 2:14 PM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Subject: RE: Révision des mises en candidatures - Prix d'excellence 2019 / Nomination Review - 2019 Awards of Excellence

Good afternoon,

Mr. Gagnon has a conflict in his schedule and will be dialing in 30 minutes late. Also, kindly requesting any documentation for the upcoming meeting on Tuesday.

Thank you in advance,

Andrew Lepine

A/Executive Assistant to the Senior Assistant Deputy Minister, Chief Technology Officer Branch
Chief Technology Officer Branch
Shared Services Canada / Government of Canada
andrew.lepine@canada.ca Tel.: 343-543-6784

Administration et agent de planification, p.i.
Direction générale du Dirigeant principal de la technologie
Services partagés Canada / Gouvernement du Canada
andrew.lepine@canada.ca Tél.: 343-543-6784

-----Original Appointment-----
From: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: August 19, 2019 10:31 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC); Ferreira, Nathalie (SSC/SPC); Malenfant, Karine (SSC/SPC); Blais2, Manon (SSC/SPC); Mitchell, Jessica (SSC/SPC); Gagnon, Luc (SSC/SPC); Bombardier, Denis (SSC/SPC); Canam, Ken (SSC/SPC); Normand, Louis-Paul (SSC/SPC)
Subject: Révision des mises en candidatures - Prix d'excellence 2019 / Nomination Review - 2019 Awards of Excellence
When: October 15, 2019 10:00 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: SSC CONF Ott-99 Metcalfe-7-102 CONF SPC

How To Connect – VMR / Comment connecter - SRV

By Videoconference / Par vidéoconférence
Shared Services Canada - Federal partner organizations

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English follows…

Bonjour,

L'exercice d'évaluation du comité de sélection des Directeurs généraux pour la révision des nominations des Prix d'excellence de SPC 2019 aura lieu en septembre 2019.

Suite à cette rencontre, nous aimerions rencontrer les sous-ministres adjoints afin de les informer sur les nominations qui ont été sélectionnées.

Les résultats de cet exercice seront par la suite présentés au Président et à la première vice-présidente pour approbation finale.

Merci,

Good day,

The 2019 SSC Awards of Excellence nomination review exercise with the DG selection committee will take place in September 2019.

Following this meeting, we would like to meet with the Assistant Deputy Ministers to debrief them on the nominations that were selected.

The results of this exercise will then be submitted to the President and the Executive Vice-President for final approval.

Thank you,

Nathalie Ferreira

Directrice, apprentissage et perfectionnement, gestion du rendement, prix et reconnaissance,
Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Nathalie.Ferreira@canada.ca / Tél. Cell. : 613-415-6947

Director, Learning & Development, Performance Management, Awards and Recognition,
Corporate Services Branch
Shared Services Canada / Government of Canada
Nathalie.Ferreira@canada.ca / Cel : 613-415-6947

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Ngamije-Gaga, Axel (SSC/SPC)

From: Fletcher, Katherine (SSC/SPC)
Sent: October-11-19 12:57 PM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: RE: Révision des mises en candidatures - Prix d'excellence 2019 / Nomination Review - 2019 Awards of Excellence

Thank you ☺ Also, to note, Ken will use the videoconference provided.

Katherine Fletcher
Executive Assistant, Data Centres Services Branch
Shared Services Canada, Government of Canada
Katherine.Fletcher@canada.ca | 343-542-2314

Adjointe exécutive, Services de centres de données
Services partagés Canada, Gouvernement du Canada
Katherine.Fletcher@canada.ca | 343-542-2314

From: Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Sent: October 11, 2019 12:56 PM
To: Fletcher, Katherine (SSC/SPC) <katherine.fletcher@canada.ca>
Subject: RE: Révision des mises en candidatures - Prix d'excellence 2019 / Nomination Review - 2019 Awards of Excellence

Absolutely! My mistake, I had provided access to Rachel only!

Note that we will provide a hard copy at the time of the meeting.

Regards,
Karine

Shared Services Canada, Award and Recognition Team
L'équipe de Prix et reconnaissance de Services partagés Canada

<< OLE Object: Picture (Device Independent Bitmap) >>

From: Fletcher, Katherine (SSC/SPC)
Sent: October 11, 2019 12:46 PM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Subject: RE: Révision des mises en candidatures - Prix d'excellence 2019 / Nomination Review - 2019 Awards of Excellence

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Adjointe exécutive, Services de centres de données
Services partagés Canada, Gouvernement du Canada
Katherine.Fletcher@canada.ca | 343-542-2314

From: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: October 11, 2019 12:38 PM
To: Bombardier, Denis (SSC/SPC) <denis.bombardier@canada.ca>; Gagnon, Luc (SSC/SPC) <luc.gagnon@canada.ca>; Cousineau, Stephane (SSC/SPC) <stephane.cousineau@canada.ca>; Canam, Ken (SSC/SPC) <ken.canam@canada.ca>; Thuppal, Raj (SSC/SPC) <raj.thuppal@canada.ca>; Nadeau, Patrice (SSC/SPC) <patrice.nadeau@canada.ca>; Normand, Louis-Paul (SSC/SPC) <louis-paul.normand@canada.ca>; McKay2, Greg (SSC/SPC) <greg.mckay2@canada.ca>; Gendron, José (SSC/SPC) <jose.gendron@canada.ca>
Cc: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>
Subject: Révision des mises en candidatures - Prix d'excellence 2019 / Nomination Review - 2019 Awards of Excellence

(English text follows)

Bonjour, Hello,

Merci de votre participation et de votre collaboration dans cet exercice de révision finale des récipiendaires proposés pour le prix d'excellence de SPC 2019. Le but de cet exercice est simplement de revoir les soumissions des candidats qui ont été proposés par nos employés, ensuite retenus par notre comité de sélection, et finalement, revues par les DG respectifs des récipiendaires proposés. En guise de notre rencontre, vous trouverez les documents suivants que nous repasserons ensemble sous https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/56303724 :

- le tableau complet des récipiendaires proposés avec un bref descriptif de leur contribution
- la liste des DG qui ont fait partie du comité de sélection
- le document de répartition des récipiendaires
- chronologie du processus des Prix d'excellence

Une fois votre approbation reçue, et ce, d'ici le 31 octobre, nous acheminerons la liste en tant que soumission officielle à M. Glover et à Mme Paquet pour leur approbation finale.

N'hésitez pas à communiquer avec nous pour toute question portant sur cet exercice.

Respectueusement,

Thank you for your participation and collaboration in this final review exercise of our proposed recipients of the 2019 SSC Awards of Excellence. The purpose of this exercise is simply to go over the candidate submissions that were put forth by employees, retained by the DG selection committee, and further validated by the proposed recipients respective DGs. In anticipation of our meeting, and for ease of reference, you will find, the following three documents that we will review together at https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/56303724 :

- the table of proposed recipients, with a brief description of their contribution

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Nathalie Ferreira

Directrice, apprentissage et perfectionnement, gestion du rendement, prix et reconnaissance,
Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Nathalie.Ferreira@canada.ca ***/ Tél. Cell. : 613-415-6947***

Director, Learning & Development, Performance Management, Awards and Recognition,
Corporate Services Branch
Shared Services Canada / Government of Canada
Nathalie.Ferreira@canada.ca ***/ Cel : 613-415-6947***

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Ngamije-Gaga, Axel (SSC/SPC)

From: Bolduc, Gracia (SSC/SPC)
Sent: August-14-19 11:33 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Cc: Millien, Tamara (SSC/SPC)
Subject: RE: Revue mises en Candidatures - Prix d'excellence 2019 - DGDPF / Nomination Review - 2019 Awards of Excellence - CFOB

Bonjour,

Le 15 octobre 2019 de à 10 h 00 à 12 h 00 serait préférable pour Denis.

Merci,

Gracia Bolduc

Executive Assistant
Senior Assistant Deputy Minister, Chief Financial Officer's Office
Chief Financial Officer Branch
Shared Services Canada / Government of Canada
gracia.bolduc@canada.ca **/ Tel.: 613-990-1728 | Cell: 343-549-4047**

Adjointe Exécutive
Bureau du sous-ministre adjoint principal, dirigeant principal des finances
Direction générale du dirigeant principal des finances
Services partagés Canada / Gouvernement du Canada
gracia.bolduc@canada.ca **/ Tél. : 613-990-1728 | Cell: 343-549-4047**

From: Mitchell, Jessica (SSC/SPC) **On Behalf Of** Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: August 14, 2019 10:58 AM
To: Millien, Tamara (SSC/SPC) ; Bolduc, Gracia (SSC/SPC)
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Revue mises en Candidatures - Prix d'excellence 2019 - DGDPF / Nomination Review - 2019 Awards of Excellence - CFOB

English follows…

Bonjour,

L'exercice d'évaluation du comité de sélection des Directeurs généraux pour la revue des nominations des Prix d'excellence de SPC 2019 aura lieu en septembre 2019.

Suite à cette rencontre, nous aimerions rencontrer les sous-ministres adjoints afin de les informer sur les nominations qui ont été sélectionnées. Nous vous prions de nous aviser le plus tôt possible, en répondant à ce courriel, la date qui conviendrait le mieux à M. Bombardier parmi les deux dates suivantes :

Le 15 octobre 2019 de à 10 h 00 à 12 h 00
Le 18 octobre 2019 de à 14 h 30 à 16 h 30

Nous vous prions de répondre à ce courriel d'ici le 23 aout 2019.

Une fois que nous aurons reçu une date, nous procéderons à l'envoi d'une invitation.

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Following this meeting, we would like to meet with the Assistant Deputy Ministers to debrief them on the nominations that were selected. Please let us know as soon as possible, by replying to this email, which of the following two dates would be most convenient for Mr. Bombardier:

October 15, 2019, from 10:00 a.m.
October 18, 2019, from 12:00 p.m.

Please respond to this e-mail by August 23, 2019.

Once we receive a date, we will proceed with sending an invitation.

The results of this exercise will then be submitted to the President and the Executive Vice-President for final approval.

Thank you for your collaboration,

Jessica Mitchell

Prix et reconnaissance, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569

Awards and Recognition, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

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Ngamije-Gaga, Axel (SSC/SPC)

From: Sherlock, Elanor (SSC/SPC)
Sent: August-14-19 12:15 PM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Cc: Sater, Brenda (SSC/SPC)
Subject: RE: Revue mises en Candidatures - Prix d'excellence 2019 - DGDPT / Nomination Review - 2019 Awards of Excellence - CTOB

Good afternoon,

October 15th at 10AM is preferable for Mr. Gagnon. He is not available on the 18th.

Regards,

Elanor Sherlock

Executive Assistant to the Senior Assistant Deputy Minister, Chief Technology Officer Branch
Shared Services Canada / Government of Canada
elanor.sherlock@canada.ca / Tel: 613-670-1653

Adjoint exécutif pour le sous-ministre adjoint principal, Direction générale du dirigeant principal de la technologie
Services partagés Canada / Gouvernement du Canada
elanor.sherlock@canada.ca / Tél: 613-670-1653

From: Mitchell, Jessica (SSC/SPC) **On Behalf Of** Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: August 14, 2019 11:01 AM
To: Sater, Brenda (SSC/SPC) ; Sherlock, Elanor (SSC/SPC)
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Revue mises en Candidatures - Prix d'excellence 2019 - DGDPT / Nomination Review - 2019 Awards of Excellence - CTOB

English follows…

Bonjour,

L'exercice d'évaluation du comité de sélection des Directeurs généraux pour la revue des nominations des Prix d'excellence de SPC 2019 aura lieu en septembre 2019.

Suite à cette rencontre, nous aimerions rencontrer les sous-ministres adjoints afin de les informer sur les nominations qui ont été sélectionnées. Nous vous prions de nous aviser le plus tôt possible, en répondant à ce courriel, la date qui conviendrait le mieux à M. Gagnon parmi les deux dates suivantes :

Le 15 octobre 2019 de à 10 h 00 à 12 h 00
Le 18 octobre 2019 de à 14 h 30 à 16 h 30

Nous vous prions de répondre à ce courriel d'ici le 23 aout 2019.

Une fois que nous aurons reçu une date, nous procéderons à l'envoi d'une invitation.

Les résultats de cet exercice seront par la suite présentés au Président et à la première vice-présidente pour approbation finale.

Merci de votre collaboration,

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Please respond to this e-mail by August 23, 2019.

Once we receive a date, we will proceed with sending an invitation.

The results of this exercise will then be submitted to the President and the Executive Vice-President for final approval.

Thank you for your collaboration,

Jessica Mitchell

Prix et reconnaissance, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569

Awards and Recognition, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

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Ngamije-Gaga, Axel (SSC/SPC)

From: Attwood, Stephanie (SSC/SPC)
Sent: August-22-19 9:11 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Cc: Mitchell, Jessica (SSC/SPC)
Subject: RE: Revue mises en Candidatures - Prix d'excellence 2019 - DGGEP / Nomination Review - 2019 Awards of Excellence - PMDB

Good morning,
Louis-Paul is available:
October 15, 2019, from 10:00 -11:00
October 18, 2019, from 2:00-4:00

Thank you,

Stephanie Attwood
Executive Assistant
Project Management and Delivery, Senior Assistant Deputy Minister's Office
Shared Services Canada
Tel : 613-670-1716 | Cell : 343-550-4429
Adjointe Exécutive
Direction générale de la gestion et de l'exécution de projets, Bureau du sous-ministre adjoint principal
Services Partagés Canada
Tel : 613-670-1716 | Cell : 343-550-4429

From: Scott, Jackie (SSC/SPC)
Sent: August 14, 2019 1:57 PM
To: Attwood, Stephanie (SSC/SPC)
Subject: FW: Revue mises en Candidatures - Prix d'excellence 2019 - DGGEP / Nomination Review - 2019 Awards of Excellence - PMDB
Please set up.

Jackie Scott
Issues Manager
Project Management & Delivery, Senior Assistant Deputy Minister's Office
Shared Services Canada / Government of Canada
jackie.scott@canada.ca / Tel: 613-670-1717
Gestionnaire des enjeux
Direction générale de la gestion et de l'exécution des projets, Bureau du sous-ministre adjoint principal
Services partagés Canada / Gouvernement du Canada
jackie.scott@canada.ca / Tél: 613-670-1717

From: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca> **On Behalf Of** Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: August 14, 2019 1:36 PM
To: Scott, Jackie (SSC/SPC) <jackie.scott@canada.ca>
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Subject: Revue mises en Candidatures - Prix d'excellence 2019 - DGGEP / Nomination Review - 2019 Awards of

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Nous vous prions de répondre à ce courriel d'ici le 23 aout 2019.

Une fois que nous aurons reçu une date, nous procéderons à l'envoi d'une invitation.

Les résultats de cet exercice seront par la suite présentés au Président et à la première vice-présidente pour approbation finale.

Merci de votre collaboration,

Good day,

The 2019 SSC Awards of Excellence nomination review exercise with the DG selection committee will take place in September 2019.
Following this meeting, we would like to meet with the Assistant Deputy Ministers to debrief them on the nominations that were selected. Please let us know as soon as possible, by replying to this email, which of the following two dates would be most convenient for Mr. Normand :

October 15, 2019, from 10:00 a.m.
October 18, 2019, from 12:00 p.m.

Please respond to this e-mail by August 23, 2019.
Once we receive a date, we will proceed with sending an invitation.

The results of this exercise will then be submitted to the President and the Executive Vice-President for final approval.

Thank you for your collaboration,

Jessica Mitchell
Prix et reconnaissance, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569
Awards and Recognition, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

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Communiqué en vertu de la Loi sur l'accès à l'information

Ngamije-Gaga, Axel (SSC/SPC)

From: McDermott, Molly (SSC/SPC)
Sent: August-27-19 12:52 PM
To: Brisard, Thierry (SSC/SPC); Awards and Recognition / Prix et reconnaissance (SSC/SPC); Leveillé, Mélanie (SSC/SPC)
Subject: RE: Revue mises en Candidatures - Prix d'excellence 2019 - DGPGS / Nomination Review - 2019 Awards of Excellence - SDMB

Greg as well.
Thank you,
Molly

Molly McDermott
A/Issues Advisor, SADM Office| Conseillère d'enjeux p.i., bureau du SMAP
Service Delivery and Management Branch | Direction générale de la prestation et gestion des services
Shared Services Canada | Services partagés Canada
Tel : 613-688-9095
Molly.McDermott@Canada.ca

From: Brisard, Thierry (SSC/SPC)
Sent: August 26, 2019 11:08 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC) ; McDermott, Molly (SSC/SPC) ; Leveillé, Mélanie (SSC/SPC)
Subject: RE: Revue mises en Candidatures - Prix d'excellence 2019 - DGPGS / Nomination Review - 2019 Awards of Excellence - SDMB

Bonjour ,
M.Gendron sera disponible le 18 Octobre.
Merci

Thierry Brisard
A/Executive Assistant to AADM | I/Adjoint de direction au SMAD
Service and Delivery Management | Prestation et Gestion des Services
Shared Services Canada | Services partagés Canada
99 Metcalfe road | 99 rue Metcalfe
Ottawa ON K1P 6L7
Phone : 613.688.9262
thierry.brisard@canada.ca
Government of Canada | Gouvernement du Canada

From: Mitchell, Jessica (SSC/SPC) **On Behalf Of** Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: August 26, 2019 10:49 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>; McDermott, Molly (SSC/SPC) <molly.mcdermott@canada.ca>; Leveillé, Mélanie (SSC/SPC) <melanie.leveille@canada.ca>; Brisard, Thierry (SSC/SPC) <thierry.brisard@canada.ca>
Subject: RE: Revue mises en Candidatures - Prix d'excellence 2019 - DGPGS / Nomination Review - 2019 Awards of Excellence - SDMB

Bonjour,
Je fais un suivi pour cette demande.
Merci,

Good day,
I am following up on this request.
Kind regards,

Jessica Mitchell
Prix et reconnaissance, Direction générale des services ministériels

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Subject: Revue mises en Candidatures - Prix d'excellence 2019 - DGPGS / Nomination Review - 2019 Awards of Excellence - SDMB

English follows…

Bonjour,

L'exercice d'évaluation du comité de sélection des Directeurs généraux pour la revue des nominations des Prix d'excellence de SPC 2019 aura lieu en septembre 2019.
Suite à cette rencontre, nous aimerions rencontrer les sous-ministres adjoints afin de les informer sur les nominations qui ont été sélectionnées. Nous vous prions de nous aviser le plus tôt possible, en répondant à ce courriel, la date qui conviendrait le mieux à M. Mckay et/ou M. Gendron parmi les deux dates suivantes :

Le 15 octobre 2019 de à 10 h 00 à 12 h 00
Le 18 octobre 2019 de à 14 h 30 à 16 h 30

Nous vous prions de répondre à ce courriel d'ici le 23 aout 2019.

Une fois que nous aurons reçu une date, nous procéderons à l'envoi d'une invitation.

Les résultats de cet exercice seront par la suite présentés au Président et à la première vice-présidente pour approbation finale.

Merci de votre collaboration,

Good day,

The 2019 SSC Awards of Excellence nomination review exercise with the DG selection committee will take place in September 2019.
Following this meeting, we would like to meet with the Assistant Deputy Ministers to debrief them on the nominations that were selected. Please let us know as soon as possible, by replying to this email, which of the following two dates would be most convenient for Mr. Mckay and/or Mr. Gendron:

October 15, 2019, from 10:00 a.m.
October 18, 2019, from 12:00 p.m.

Please respond to this e-mail by August 23, 2019.
Once we receive a date, we will proceed with sending an invitation.

The results of this exercise will then be submitted to the President and the Executive Vice-President for final approval.

Thank you for your collaboration,

Jessica Mitchell
Prix et reconnaissance, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569
Awards and Recognition, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

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Ngamije-Gaga, Axel (SSC/SPC)

From: El-Gharib, Rachel (SSC/SPC)
Sent: August-14-19 2:01 PM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC); Mitchell, Jessica (SSC/SPC)
Cc: Fletcher, Katherine (SSC/SPC)
Subject: RE: Revue mises en Candidatures - Prix d'excellence 2019 - DGSCD / Nomination Review - 2019 Awards of Excellence - DCSB

Good afternoon,
The ADM is available at 11:00am-12:00pm on October 15.
Merci,
Rachel El-Gharib

Issues Manager, Data Centres Services Branch
Shared Services Canada, Government of Canada
rachel.el-gharib@canada.ca / Tel: 613-302-6263
Gestionnaire des enjeux, Services de centres de données
Services partagés Canada, Gouvernement du Canada
rachel.el-gharib@canada.ca / Tél: 613-302-6263

From: Mitchell, Jessica (SSC/SPC) **On Behalf Of** Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: August 14, 2019 1:48 PM
To: Fletcher, Katherine (SSC/SPC) ; El-Gharib, Rachel (SSC/SPC)
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Revue mises en Candidatures - Prix d'excellence 2019 - DGSCD / Nomination Review - 2019 Awards of Excellence - DCSB
English follows…
Bonjour,

L'exercice d'évaluation du comité de sélection des Directeurs généraux pour la revue des nominations des Prix d'excellence de SPC 2019 aura lieu en septembre 2019.
Suite à cette rencontre, nous aimerions rencontrer les sous-ministres adjoints afin de les informer sur les nominations qui ont été sélectionnées. Nous vous prions de nous aviser le plus tôt possible, en répondant à ce courriel, la date qui conviendrait le mieux à M. Canam parmi les deux dates suivantes :

Le 15 octobre 2019 de à 10 h 00 à 12 h 00
Le 18 octobre 2019 de à 14 h 30 à 16 h 30

Nous vous prions de répondre à ce courriel d'ici le 23 aout 2019.

Une fois que nous aurons reçu une date, nous procéderons à l'envoi d'une invitation.

Les résultats de cet exercice seront par la suite présentés au Président et à la première vice-présidente pour approbation finale.

Merci de votre collaboration,

Good day,

The 2019 SSC Awards of Excellence nomination review exercise with the DG selection committee will take place in September 2019.

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Thank you for your collaboration,

Jessica Mitchell
Prix et reconnaissance, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569
Awards and Recognition, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

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Ngamije-Gaga, Axel (SSC/SPC)

From: Bastien-Valde, Magalie (SSC/SPC)
Sent: August-26-19 2:28 PM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Cc: Lascu, Mihai (SSC/SPC); John, Jothi (SSC/SPC); Lafleur, Isabelle (SSC/SPC)
Subject: RE: Revue mises en Candidatures - Prix d'excellence 2019 - DGSM / Nomination Review - 2019 Awards of Excellence - CSB

Hello,
Stéphane can make himself available on October 18.
Merci.
Magalie

From: Mitchell, Jessica (SSC/SPC) **On Behalf Of** Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: August 26, 2019 10:49 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC) ; Lascu, Mihai (SSC/SPC) ; Bastien-Valde, Magalie (SSC/SPC)
Subject: RE: Revue mises en Candidatures - Prix d'excellence 2019 - DGSM / Nomination Review - 2019 Awards of Excellence - CSB
Bonjour,
Je fais un suivi pour cette demande.
Merci,

Good day,
I am following up on this request.
Kind regards,
Jessica Mitchell
Prix et reconnaissance, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569
Awards and Recognition, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

From: Mitchell, Jessica (SSC/SPC) **On Behalf Of** Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: August 14, 2019 10:55 AM
To: Lascu, Mihai (SSC/SPC) <mihai.lascu@canada.ca>; Bastien-Valde, Magalie (SSC/SPC) <magalie.bastien-valde@canada.ca>
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Subject: Revue mises en Candidatures - Prix d'excellence 2019 - DGSM / Nomination Review - 2019 Awards of Excellence - CSB
Bonjour,

L'exercice d'évaluation du comité de sélection des Directeurs généraux pour la revue des nominations des Prix d'excellence de SPC 2019 aura lieu en septembre 2019.
Suite à cette rencontre, nous aimerions rencontrer les sous-ministres adjoints afin de les informer sur les nominations qui ont été sélectionnées. Nous vous prions de nous aviser le plus tôt possible, en répondant à ce courriel, la date qui conviendrait le mieux à M. Cousineau parmi les deux dates suivantes :

Le 15 octobre 2019 de à 10 h 00 à 12 h 00
Le 18 octobre 2019 de à 14 h 30 à 16 h 30

Nous vous prions de répondre à ce courriel d'ici le 23 aout 2019.

Une fois que nous aurons reçu une date, nous procéderons à l'envoi d'une invitation

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Following this meeting, we would like to meet with the Assistant Deputy Ministers to debrief them on the nominations that were selected. Please let us know as soon as possible, by replying to this email, which of the following two dates would be most convenient for Mr. Cousineau :

October 15, 2019, from 10:00 a.m.
October 18, 2019, from 12:00 p.m.

Please respond to this e-mail by August 23, 2019.
Once we receive a date, we will proceed with sending an invitation.

The results of this exercise will then be submitted to the President and the Executive Vice-President for final approval.

Thank you for your collaboration,

Jessica Mitchell
Prix et reconnaissance, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569
Awards and Recognition, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

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Ngamije-Gaga, Axel (SSC/SPC)

From: Bura, Veronica (SSC/SPC)
Sent: August-14-19 1:45 PM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC); Charron, Catherine Anne (SSC/SPC)
Subject: RE: Revue mises en Candidatures - Prix d'excellence 2019 - RSSN / Nomination Review - 2019 Awards of Excellence - NSDS

Good afternoon,

October 15 at 10am works best for Raj and Patrice

Thank you,
Veronica

Veronica Bura

Issues Manager, Senior Assistant Deputy Minister's Office, Networks, Security and Digital Services
Shared Services Canada / Government of Canada
veronica.bura@canada.ca / Tel: 613-670-7955

Gestionnaire des enjeux, Bureau de sous-ministre adjoint principal, Réseaux, sécurité et services numériques
Services partagés Canada / Gouvernement du Canada
veronica.bura@canada.ca / Tél: 613-670-7955

From: Mitchell, Jessica (SSC/SPC) **On Behalf Of** Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: August 14, 2019 1:40 PM
To: Bura, Veronica (SSC/SPC) ; Charron, Catherine Anne (SSC/SPC)
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: FW: Revue mises en Candidatures - Prix d'excellence 2019 - RSSN / Nomination Review - 2019 Awards of Excellence - NSDS

English follows…

Bonjour,

L'exercice d'évaluation du comité de sélection des Directeurs généraux pour la revue des nominations des Prix d'excellence de SPC 2019 aura lieu en septembre 2019.

Suite à cette rencontre, nous aimerions rencontrer les sous-ministres adjoints afin de les informer sur les nominations qui ont été sélectionnées. Nous vous prions de nous aviser le plus tôt possible, en répondant à ce courriel, la date qui conviendrait le mieux à M. Thuppal et/ou M. Nadeau parmi les deux dates suivantes :

Le 15 octobre 2019 de à 10 h 00 à 12 h 00
Le 18 octobre 2019 de à 14 h 30 à 16 h 30

Nous vous prions de répondre à ce courriel d'ici le 23 aout 2019.

Une fois que nous aurons reçu une date, nous procéderons à l'envoi d'une invitation.

Les résultats de cet exercice seront par la suite présentés au Président et à la première vice-présidente pour approbation finale.

Merci de votre collaboration.

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Communiqué en vertu de la *Loi sur l'accès à l'information*

October 15, 2019, from 10:00 a.m.
October 18, 2019, from 12:00 p.m.

Please respond to this e-mail by August 23, 2019.

Once we receive a date, we will proceed with sending an invitation.

The results of this exercise will then be submitted to the President and the Executive Vice-President for final approval.

Thank you for your collaboration,

Jessica Mitchell

Prix et reconnaissance, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569

Awards and Recognition, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

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Shared Services Canada | Services partagés Canada

File Number: CCM #017845
SADM: Stéphane Cousineau, 613-670-1758
A/DG: Mélanie Beck, 343-548-2748

Security: Unclassified

MEMORANDUM TO THE PRESIDENT AND THE EXECUTIVE VICE-PRESIDENT

FOR DECISION

SUBJECT

2019 Shared Services Canada Awards of Excellence Ceremony

SUMMARY

- This memorandum is to request your approval of an amendment made to the initial request for the 2019 Shared Services Canada (SSC) Awards of Excellence Ceremony, to be held January 23, 2020, at 12:30 p.m. at 111 Sussex, Victoria Hall in Ottawa, Ontario.
- The Chief Financial Officer Branch reviewed this request for compliance. The attached Travel, Hospitality, Conference and Event Expenditures Pre-Approval Form (Annex A) complies with the Treasury Board's *Directive on Travel, Hospitality, Conference and Event Expenditures.*
- This event does not exceed $50,000. The estimated non-recoverable cost for the initial request was $29,707.65, including taxes and a 10-percent contingency. Owing to a high number of regional participants, the amended estimated non-recoverable cost now totals $42,423.32, including taxes and a 10-percent contingency. The total amount also includes a hospitality expense (catering) of $2,962.61, and international travel of $3,583.55.
- As you will be participating in the event, the approval of the Chief Financial Officer is required for the hospitality portion of this event request to avoid the perception of personal benefit.
- I recommend you approve the amendment to this event request.

- Due date: November 26, 2019
- Reason: Ceremony expenses must be approved before reservations can be made.

Canada

.../2

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BACKGROUND

- The SSC Awards of Excellence honours employees throughout Canada for their work as individuals or as part of a team, whose efforts went above and beyond their regular duties and contributed significantly to the achievement of the Department's and/or the Government of Canada's objectives.

- In 2018, a total of 39 awards were given to 1,162 recipients, of which 10 were regional employees invited to the ceremony. The total cost of the ceremony was $37,839.25, taxes included.

KEY CONSIDERATIONS

- The estimated non-recoverable cost for the initial request was $29,707.65, including taxes and a 10-percent contingency.

- Given the greater number of regional nominations received for the 2019 Awards of Excellence Ceremony, the estimated travel costs and local transportation expenses have increased. A total of 13 regional employees and 1 international employee from France are invited. Additionally, 7 employees who have reached 45 years of service are also invited. However, only one employee from Ottawa, Ontario, accepted the invitation and will attend the Awards of Excellence Ceremony.

- This event does not exceed $50,000. The amended estimated non-recoverable cost for the request totals $42,423.32, including taxes and a 10-percent contingency. The total amount includes a hospitality expense (catering) of $2,962.61, and $3,583.55 for international travel to the event.

NEXT STEPS

- Subject to your approval, the Awards and Recognition team will continue preparations to host the event and make the appropriate arrangements.

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RECOMMENDATION

- I recommend you approve the amendment for this event for which the estimated cost is $42,423.32.

Stéphane Cousineau
Senior Assistant Deputy Minister
Corporate Services

Approved	☑
Not approved	☐
Briefing required	☐

Paul Glover
President

Sarah Paquet
Executive Vice-President

Attachments

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Unclassified

File Number: CCM # 017845
SADM: Stéphane Cousineau, 613-670-1758
A/DG: Amanda Langley, 613-240-9999

December 11, 2019

Note to File

Shared Services Canada Awards of Excellence Ceremony 2019/ Prix d'excellence 2019 de Services partagés Canada

Docket overview:

You will find enclosed for your review the docket for the 2019 Shared Services Canada Awards of Excellence Ceremony, Annotated Agenda and Scenario Note.

Please note that this file can be sent to BCU for Quality Control.

This Note to File was created by the Director General's Office (DGO), Human Resources and Workplace (HRW); any concerns should be directed to Johanne Racine, Office Manager, DGO-HRW, at 819-230-5270.

Docket overview:

1. **Routing Slip**
2. **Note to File**
3. **E-approval from the Director General, HRW**
4. **Signed MPD**
5. **Annotated Agenda**
6. **Scenario Note**

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Routing Slip / Bordereau de transmission

Docket ID / Numéro du dossier : 17845 **Classification :** UNCLASSIFIED

☒ Information ☐ Decision / Décision ☐ Signature

☐ Minister / Ministre ☒ President and Executive Vice-President / Président et Première vice-présidente

Subject / Objet : Shared Services Canada Awards of Excellence Ceremony 2019

Due Date / Date d'échéance : December 17, 2019

Proactive Disclosure for Briefing Notes / Divulgation proactive pour notes d'informations

This section is **mandatory** for all briefing notes addressed to the Minister, President or Executive Vice-President.
Cette section est **obligatoire** pour toutes notes d'informations adressées au Ministre, au Président ou à la Première vice-présidente.

Translated subject / Objet traduit: Prix d'excellence 2019 de Services partagés Canada

Subject disclosure: / Divulgation de l'objet : Can the briefing note's subject be released to the public in its entirety? / L'objet de la note d'information peut-il être rendu public dans son intégralité? Yes / Oui ☒ No / Non ☐

Lead / Responsable		Date	Comments / Remarques
President / Président : **Paul Glover**	■		
Executive Vice-President / Première vice-présidente : **Sarah Paquet**	☐		
Chief of Staff / Chef de cabinet : **Adrianna McGillivray**	☐		
Quality Control by Briefing and Correspondence Unit / Révisé par l'Unité de breffage et de correspondance : **Jennifer Fung**	☐		
SSC 3.0 / SPC 3.0: **Anne Lamar**	☐		
Senior ADM, Corporate Services **(CS)** / SMA principal, Services ministériels **(SM)** : **Stéphane Cousineau**	■		
Senior ADM and Chief Financial Officer **(CFO)** / SMA principal et dirigeant principal des finances **(DPF)** : **Denis Bombardier**	☐		
Senior ADM, Service Delivery and Management **(SDM)** / SMA principal, Prestation et gestion des services **(PGS)** : **Greg McKay**	☐		
A/Associate ADM, Client Executive **(CE)** / SMA délégué p.i., Responsable des relations avec les clients **(RRC)** : **José Gendron**	☐		
Senior ADM, Project Management and Delivery **(PMD)** / SMA principal, Gestion et exécution des projets **(GSP)** : **Louis-Paul Normand**	☐		
Senior ADM, Networks, Security and Digital Services **(NSDS)** / SMA principal, Réseaux, sécurité et services numériques **(RSSN)** : **Raj Thuppal**	☐		
A/Associate ADM, Networks, Security and Digital Services **(NSDS) /** SMA délégué p.i.,Réseaux, sécurité et services numériques **(RSSN) :** **Patrice Nadeau**	☐		
Chief Technology Officer **(CTO) /** Dirigeant principal de la technologie **(DPT)** **Luc Gagnon**	☐		
ADM, Data Centre Services **(DCS)** / SMA, Services des centres de données **(SCD)** : **Ken Canam**	☐		
Director General, Strategy **(STRATEGY)** / Directrice générale, Stratégie **(STRATÉGIE)** : **Mary McKay**	☐		
A/Chief Audit and Evaluation Executive **(CAEE)** / Dirigeante principale de la vérification et de l'évaluation p.i. **(DPVE)** : **Begonia Lojk**	☐		
Director General / Directeur général : **Réa Mckay**		December 11, 2019	E-approval

Annotated Agenda

Seventh Annual Awards of Excellence Ceremony 2019

2019 SSC AWARDS OF EXCELLENCE AGENDA 111 Sussex, Ottawa, Ontario (Victoria Hall) January 23, 2020 12:00 p.m. – 4:00 p.m.			
Time	**Lead**	**Activity**	**Details / Speaking Points**
8:30	Awards and Recognition Team	Room set-up	Set up displays, tables and material for speakers
12:00 (60 mins)	Awards and Recognition Team	Arrival of senior management, recipients and nominators	Greet senior management and guests.
12:30 (30 mins)	Awards and Recognition Team	Arrival of the President, EVP and Emcees	Brief the President, EVP and Emcees on the scenario for the ceremony The group is invited to network and mingle with guests
1:00 (3 mins)	Emcee(s)	Opening of Ceremony and Introduction of Corporal Craig Kennedy	Emcees deliver welcoming remarks, provide an overview of the program, and introduce Corporal Craig Kennedy, who will sing the national anthem
1:03 (2 mins)	Corporal Craig Kennedy	National Anthem	All rise for the singing of the national anthem by Corporal Craig Kennedy
1:05 (2 mins)	Emcee(s)	Introduction of President	Emcee thanks Corporal Craig Kennedy and invites the President to deliver his remarks from the podium
1:07 (20 mins)	President	Remarks	President delivers remarks from the podium

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2019 SSC AWARDS OF EXCELLENCE AGENDA 111 Sussex, Ottawa, Ontario (Victoria Hall) January 23, 2020 12:00 p.m. – 4:00 p.m.			
Time	**Lead**	**Activity**	**Details / Speaking Points**
01:27 (60 mins)	Emcee (s)	Presentation of Employee Awards	Emcee thanks the President and proceeds to read the recipient names and brief summaries of accomplishments while the President and EVP present the recipients with their trophies Slides with voice over text present the categories shown on the screens on both sides of the stage
2:27 (33 mins)		Health Break	Refreshments served
3:00 (15 mins)	Emcee (s)	Presentation of Employee Awards	Emcee proceeds to read the recipient names and brief summaries of accomplishments while the President and EVP present the recipients with their trophies Slides with voice over text present the categories shown on the screens on both sides of the stage
3:15 (15 mins)	Emcee (s)	Presentation of Career Milestone Awards (45 years)	Emcee proceeds to read the employees names while the President and EVP present the recipients with a certificate
3:30 (2 mins)	Emcee (s)	Introduction of the EVP	EVP is invited to the podium
3:32 (15 mins)	EVP	Remarks	EVP delivers remarks from the podium
3:47 (10 mins)	Emcee (s)	Final Remarks	Emcee thanks the EVP.

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2019 SSC AWARDS OF EXCELLENCE AGENDA 111 Sussex, Ottawa, Ontario (Victoria Hall) January 23, 2020 12:00 p.m. – 4:00 p.m.			
Time	**Lead**	**Activity**	**Details / Speaking Points**
			Emcee invites winning teams to gather at the front of the room for a group photo
3:57 (30 mins)	Awards and Recognition Team	Clean-up	All remaining items are packed and transported back to Human Resources and Workplace

Scenario Note

Seventh Annual Awards of Excellence Ceremony 2019

DATE	Thursday, January 23, 2020
TIME	12:00 P.M. – 4:00 P.M.
VENUE	111 Sussex Drive, Victoria Hall Ottawa (Ontario)
KEY CONTACTS FOR LOGISTICS	**Jessica Mitchell**, Awards and Recognition Manager, Learning and Development Division, Human Resources and Workplace Tel: 613-762-9569; Email: jessica.mitchell@canada.ca **Manon Blais**, Project Officer, Learning and Development Division, Human Resources and Workplace Tel: 343-999-1587; Email: manon.blais2@canada.ca
KEY CONTACTS FOR PROGRAM	**Jessica Mitchell**, Awards and Recognition Manager, Learning and Development Division, Human Resources and Workplace Tel: 613-762-9569; Email: jessica.mitchell@canada.ca **Manon Blais**, Project Officer, Learning and Development Division, Human Resources and Workplace Tel: 343-999-1587; Email: manon.blais2@canada.ca
EVENT OVERVIEW	This event honours employees throughout Canada for their work as individuals or as part of a team, whose efforts went above and beyond their regular duties and contributed significantly to the achievement of the Department's and/or the Government of Canada's objectives. Viviane Estephan and Thiémélé Boa, from the Human Resources and Workplace, will emcee this event.

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Attendees will include SSC Senior Management, Awards of Excellence recipients, and nominators. The number of attendees will be confirmed in advance.

Attendees will be greeted on a red carpet.

President Paul Glover and Executive Vice President (EVP) Sarah Paquet will be speaking at this event. They will be greeted at 12:30pm at 111 Sussex Drive, Victoria Hall (main entrance) by Nathalie Ferreira, Director, Learning and Development. They will be brought to the Victoria Hall to receive a microphone and be introduced.

The President will deliver welcoming remarks from the podium.

A total of 38 awards will be presented to 153 employees. The breakdown is as follows:

- 27 individual nominations
- 11 team nominations

Recipients will be invited on the stage to receive their trophies, presented by President Paul Glover and EVP Sarah Paquet. The trophies will be distributed by category.

There will be a break for networking. Refreshments will be served.

Award presentations will continue after the break.

The EVP Sarah Paquet will deliver closing remarks from the podium.

The teams will be invited to take pictures with the President and the EVP at the end of the ceremony.

LOGISTICS

Attendance is by invitation only.

A photographer will take pictures for SSC's Social Media platforms and a photo booth will be available for employees.

Refreshments will be served.

Regional recipients will be invited to attend the ceremony in person.

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Ngamije-Gaga, Axel (SSC/SPC)

From: Mckay, Réa (SSC/SPC)
Sent: December-10-19 12:11 PM
To: Ferreira, Nathalie (SSC/SPC); Langley, Amanda (SSC/SPC); Beck, Mélanie (SSC/SPC)
Cc: SSC.F DGO-HRW / RHMT-BDG F.SPC; Hamaty, Rafat (SSC/SPC)
Subject: RE: SSC Awards of Excellence 2019 - Scenario Note and Annotated Agenda

Approved.

Réa McKay
Director General|Directrice générale
Human Resources and Workplace| Ressources humaines et milieu de travail
Services partagés Canada | Shared Services Canada
Mobile: 613-282-4478
Rea.mckay@canada.ca

From: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>
Sent: December 6, 2019 4:30 PM
To: Mckay, Réa (SSC/SPC) <rea.mckay@canada.ca>; Langley, Amanda (SSC/SPC) <amanda.langley@canada.ca>; Beck, Mélanie (SSC/SPC) <melanie.beck@canada.ca>
Cc: SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>; Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>
Subject: SSC Awards of Excellence 2019 - Scenario Note and Annotated Agenda

Good afternoon Réa, Mel, and Amanda,

Please find, at the following link, the scenario note and the annotated agenda for the SSC Awards of Excellence that will be held 23 January, 2020. Once reviewed and approved, the documents will need to be forwarded to ADMO and PO (if possible, by the end of next week – 13 December, 2019).
https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objId=63598785&objAction=browse&viewType=1

Please note that we have already sent meeting invites to the President, EVP, ADMs, DGs, and recipients. Nominators will also receive their invitations next week.

Do not hesitate, should you have any questions.

Thank you.

Nathalie Ferreira

Directrice, apprentissage et perfectionnement, gestion du rendement, prix et reconnaissance,
Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Nathalie.Ferreira@canada.ca / Tél. Cell. : 613-415-6947

Director, Learning & Development, Performance Management, Awards and Recognition,
Corporate Services Branch
Shared Services Canada / Government of Canada
Nathalie.Ferreira@canada.ca / Cel : 613-415-6947

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Ngamije-Gaga, Axel (SSC/SPC)

From: Maynard, Jennifer (SSC/SPC) on behalf of SSC CONF Ott-99 Metcalfe-4-069 CONF SPC
Sent: August-02-19 10:10 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Accepted: Awards and Recognition / Prix et reconnaissance (SSC/SPC)

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Ngamije-Gaga, Axel (SSC/SPC)

From: Deschenes2, Karine (SSC/SPC) on behalf of Côté2, Alain (SSC/SPC)
Sent: August-02-19 10:12 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Accepted: Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

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Ngamije-Gaga, Axel (SSC/SPC)

From: McKay, Mary (SSC/SPC)
Sent: August-02-19 10:11 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Accepted: Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: Burant, Eric (SSC/SPC) on behalf of Lojk, Begonia (SSC/SPC)
Sent: August-02-19 10:11 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Accepted: Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: Rhoades, Lisa (SSC/SPC)
Sent: August-02-19 10:10 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Accepted: Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: Mitchell, Jessica (SSC/SPC)
Sent: August-02-19 10:08 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Accepted: Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

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Ngamije-Gaga, Axel (SSC/SPC)

From: Archibald, Shannon (SSC/SPC)
Sent: August-06-19 9:39 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Accepted: Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

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Communiqué en vertu de la Loi sur l'accès à l'information

Ngamije-Gaga, Axel (SSC/SPC)

From: Mitchell, Jessica (SSC/SPC) on behalf of Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: September-30-19 3:09 PM
To: Archibald, Shannon (SSC/SPC); Daniels, Don (SSC/SPC)
Cc: Rhoades, Lisa (SSC/SPC); McKay, Mary (SSC/SPC); Pelletier, Pierre (SSC/SPC); Beaton, Alan (SSC/SPC); Côté2, Alain (SSC/SPC); Caron, Stéphane (SSC/SPC); Lojk, Begonia (SSC/SPC); Westerman, Jessica (SSC/SPC); Ulitsky, Victor (SSC/SPC); Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Comité de sélection de DG - Candidatures finales / des DG Selection Committee Meeting - Final Nominations

English follows…

Bonjour,

Lors de notre dernière réunion, le vendredi 27 septembre 2019, nous avons obtenu le consensus du comité de sélection de DG sur les nominations qui devraient être soumises au comité des SMA. Afin de respecter les délais d'approbation avec les SMA, nous vous demandons d'examiner les décisions finales prises par le comité de sélection des DG et de nous faire part de votre appui/objection (avec justification) **avant la fin de la journée du 1er octobre 2019**.

Sur le lien suivant, vous trouverez les 43 candidatures qui seront soumises pour l'exercice avec les SMA, avant d'être soumises à l'approbation finale et officielle du président et de la première vice-présidente. Ceux qui sont en gris sont ceux qui n'ont pas été retenus.
https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=54931060

Ci-dessous, vous trouverez les notes de passage qui ont été appliquées pour chaque catégorie :

- Professionnels de l'administration : 70%
- En coulisse : 75%
- Collaboration : 70%
- Créativité et innovation : 70%
- Leadership : 70%
  - Il a été décider de retirer les Cadres de la catégorie leadership
  - Une nomination a été retirée, car elle avait déjà gagné en 2018 pour la même catégorie
- Excellence du service : 70%
- Bien-être en milieu de travail : 70%
- Prix du Président pour une carrière remarquable
  - Les deux ont été conservés pour la revue des SMA, le comité de sélection des DG estimait qu'ils méritaient tous les deux ce prix.

Merci encore pour votre soutien et votre collaboration. N'hésitez pas à communiquer avec nous si vous avez des questions.

Merci,

Hello,

At our last meeting on Friday, September 27, 2019, we obtained consensus from the DG panel on what nominations should be put forth. In order to respect the timelines of approvals with the ADMs, we are asking that you please review the final decisions taken by the DG selection committee and advise us of your support/objection (with justification) by the **end of day October 1, 2019.**

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        - One nomination was removed as she had already won in 2018 for the same category
    - Service Excellence : 70%
    - Workplace Well-being : 70%
    - President's Outstanding Career Contribution
        - Both were kept for ADM review as the DG selection committee felt that both were deserving of this award

Thank you again for your support and collaboration. Please do not hesitate to contact us, should you have any further questions.

Respectfully,

Merci / Thank you,
Shared Services Canada, Award and Recognition Team
L'équipe de Prix et reconnaissance de Services partagés Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: Jensen, Joan (SSC/SPC) on behalf of Levesque, Simon (SSC/SPC)
Sent: August-06-19 7:36 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Declined: Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

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Ngamije-Gaga, Axel (SSC/SPC)

From: Blais2, Manon (SSC/SPC)
Sent: July-31-19 2:49 PM
To: Mitchell, Jessica (SSC/SPC); Malenfant, Karine (SSC/SPC)
Subject: FW: 2018 SSC Awards of Excellence Nominees / Nominés des Prix d'excellence de SPC pour 2018

Voici le courriel

From: Smith, Lisa (SSC/SPC) <lisa.smith@canada.ca>
Sent: September 20, 2018 5:43 PM
To: Davis, Scott (SSC/SPC) <scott.davis@canada.ca>; Ferland, Pierre (SSC/SPC) <pierre.ferland@canada.ca>; Dunne, Brendan (SSC/SPC) <brendan.dunne@canada.ca>; Luke, Scott (SSC/SPC) <scott.luke@canada.ca>
Cc: Boulard, Alexandra (SSC/SPC) <alexandra.boulard@canada.ca>; Wilson2, Patricia (SSC/SPC) <patricia.wilson2@canada.ca>; Powers, Mike (SSC/SPC) <mike.powers@canada.ca>; Bennett, Kelsie (SSC/SPC) <kelsie.bennett@canada.ca>; Darroch, Meghan (SSC/SPC) <meghan.darroch@canada.ca>; Charbonneau, Roxanne (SSC/SPC) <roxanne.charbonneau@canada.ca>; Fleet, Emma (SSC/SPC) <emma.fleet@canada.ca>; Judd, Cindy (SSC/SPC) <cindy.judd@canada.ca>; Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>
Subject: RE: 2018 SSC Awards of Excellence Nominees / Nominés des Prix d'excellence de SPC pour 2018

Bonjour,

A gentle reminder that the deadline to submit your evaluations was September 19. In order to be ready for the DG Selection Committee, we will require your assessments by Friday, September 21. N'hésitez pas à me contacter si vous avez des questions ou si vous ne pensez pas être en mesure de nous fournir votre évaluation a temps.

Merci,

Lisa Smith, CHRL
Manager, Performance Management, Talent Management and Recognition Programs
Gestionnaire, Gestion du rendement, du talent et Programme de reconnaissances
Tel: 613-852-1440 | Fax: 819-956-7020
lisa.smith@canada.ca

From: Smith, Lisa (SSC/SPC)
Sent: August-30-18 11:21 AM
To: McKeown, Liz (SSC/SPC) <liz.mckeown@canada.ca>; Davis, Scott (SSC/SPC) <scott.davis@canada.ca>; Ferland, Pierre (SSC/SPC) <pierre.ferland@canada.ca>; Dunne, Brendan (Ext.) <Brendan.Dunne@cbsa-asfc.gc.ca>; Fournier, Raynald (SSC/SPC) <raynald.fournier@canada.ca>; Luke, Scott (SSC/SPC) <scott.luke@canada.ca>; Johnston2, Brent (SSC/SPC) <brent.johnston2@canada.ca>
Cc: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>
Subject: 2018 SSC Awards of Excellence Nominees / Nominés des Prix d'excellence de SPC pour 2018
Importance: High

(Le français suit l'anglais)

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Assessment Tips and Tricks

- Set yourself a goal to evaluate 13 nominations per week: Assessing nominations can take longer than you think! Set aside a couple hours each week for evaluations.
- Definitions and criteria: Have a printed copy of the category definitions and assessment criteria in front of you to facilitate your evaluation.
- Seek the help of others within your branch: If you feel you will not be able to complete the assessments by **Wednesday, September 19, 2018**, seek assistance from a colleague (must be an EX level). Please note that we require one assessment grid per committee member.

Should you have any questions or concerns, please do not hesitate to contact me.

Link to assessment grid/your list of nominations to assess
(https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=26470135)

Links to nominations
Employee_Adminsitrative professional.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=24093096)
Employee_Creativity and Innovation.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=24093089)
Employee_Outstanding Contribution.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=26477982)
Employee_Service Excellence.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=26473525)
Employee_Teamwork-partering and collaboration.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=26471138)
Executive_Leadership.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=24093091)
Executive_People Management.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=26312795)
MGR-SUPV_Collaboration.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=24093095)
MGR-SUPV_Leadership.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=24093092)
MGR-SUPV_People Management.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=24093097)

Bonjour,

Nous aimerions remercier chacun d'entre vous pour votre participation au Comité de sélection des Prix d'excellence de SPC pour cette année. La période de nomination est terminée et nous sommes maintenant prêts à procéder à l'évaluation des candidatures. Vous êtes invités à évaluer les nominations qui vous ont été attribuées et à indiquer vos résultats sur la grille d'évaluation ci-dessous. Chaque candidature doit être évaluée en fonction des critères de la catégorie dans laquelle elle a été soumise. Compte tenu du court délai imposé pour mener à bien les évaluations de cette année, nous avons réparti les candidatures parmi les sept membres du Comité de sélection. Vous aurez chacun entre 23 et 26 nominations à évaluer. Le lien vers la grille de nomination et d'évaluation est ci-dessous. Si vos assistants administratifs ont besoin d'accéder à ces documents, veuillez fournir leurs noms à Lisa Smith. Toutes les grilles d'évaluation doivent être renvoyées à Lisa Smith avant le **mercredi 19 septembre 2018**. Le comité de sélection se réunira ensuite la dernière semaine de septembre pour discuter des résultats et recommander les récipiendaires de cette année. Ces résultats seront ensuite examinés avec le comité des SMA au cours de la première semaine d'octobre.

Conseils et astuces d'évaluation

- Fixez-vous un objectif de 15 nominations à évaluer par semaine : l'évaluation des nominations peut prendre plus de temps que vous ne le pensez! Réservez-vous une ou deux heures par semaine pour les évaluations.
- Définitions et critères : ayez une copie imprimée des définitions de catégories et des critères d'évaluation devant vous pour faciliter votre évaluation.

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Employee_Creativity and Innovation.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=24093089)
Employee_Outstanding Contribution.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=26477982)
Employee_Service Excellence.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=26473525)
Employee_Teamwork-partering and collaboration.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=26471138)
Executive_Leadership.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=24093091)
Executive_People Management.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=26312795)
MGR-SUPV_Collaboration.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=24093095)
MGR-SUPV_Leadership.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=24093092)
MGR-SUPV_People Management.docx (https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=24093097)

Regards,

Lisa Smith, CHRL
Manager, Performance Management, Talent Management and Recognition Programs
Gestionnaire, Gestion du rendement, du talent et Programme de reconnaissances
Tel: 613-852-1440 | Fax: 819-956-7020
lisa.smith@canada.ca
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Ngamije-Gaga, Axel (SSC/SPC)

From: Ferreira, Nathalie (SSC/SPC)
Sent: July-08-19 8:33 AM
To: Mitchell, Jessica (SSC/SPC)
Subject: FW: Rappel: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/ Reminder: Call Out for the SSC Awards of Excellence DG Selection Committee

Bonjour Jess,

Assure-toi que le rappel des Awards soit envoyé ce matin. Merci.

Nathalie

From: Kattackal, Rose (SSC/SPC)
Sent: July 7, 2019 10:45 AM
To: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>
Cc: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Subject: RE: Rappel: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/ Reminder: Call Out for the SSC Awards of Excellence DG Selection Committee

Please go ahead.

From: Ferreira, Nathalie (SSC/SPC)
Sent: July 5, 2019 2:40 PM
To: Kattackal, Rose (SSC/SPC) <rose.kattackal@canada.ca>; SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>
Cc: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Subject: FW: Rappel: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/ Reminder: Call Out for the SSC Awards of Excellence DG Selection Committee

Good afternoon Rose,

For your approval – As we are still missing DGs for the Awards of Excellence Committee, we would like to send the following reminder on your behalf, next Monday, 08 July, 2019. Thank you in advance for your consideration.

Nathalie

Rappel/Reminder

Ceci est un rappel que nous sommes à la recherche d'un directeur général de chaque direction générale qui voudra participer au comité de sélection des Prix d'excellence de SPC. Veuillez transmettre le nom de la personne qui représentera votre direction générale à la boite générique de **Prix et Reconnaissance d'ici le vendredi** 12 juillet 2019.

***

This is a gentle reminder that we are seeking a Director General from each Branch to form the Awards of Excellence Selection Committee. Please provide the name of your Branch representative to **Awards and Recognition** by Friday, July 12, 2019.

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Une fois le comité formé, les membres recevront une invitation dans leur calendrier en ce qui a trait à la réunion du comité de sélection, prévue à la fin septembre 2019.

Veuillez transmettre le nom de la personne qui représentera votre direction générale à Prix et reconnaissances d'ici le 12 juillet 2019.

Pour de plus amples informations, veuillez communiquer avec Nathalie Ferreira (Nathalie.Ferreira@canada.ca).

Merci de votre appui et de votre collaboration continus.

Dear colleagues,

In preparation for the SSC Awards of Excellence (AoE) that will take place in January, 2020, we are seeking a Director General from each Branch to form the AoE Selection Committee.

The role of the committee members involves participating in the AoE review and assessment process of the nominations received. Administrative support, guidance and material pertaining to this exercise will be provided to the members by the Awards and Recognition team.

Once the committee formed, Director Generals will receive a notification in their calendars of the nomination assessment exercise that will take place end September, 2019.

Please provide the name of your Branch representative to Awards and Recognition by 12 July, 2019.

Do not hesitate to contact Nathalie Ferreira (Nathalie.Ferreira@canada.ca), for all questions pertaining to this event.

Thank you for your ongoing support and collaboration.

Rose Kattackal
DG, Ressources humaines et milieu de travail
Services partagés Canada /
DG, Human Resources and Workplace
Shared Services Canada
rose.kattackal@canada.ca

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Ngamije-Gaga, Axel (SSC/SPC)

From: Mitchell, Jessica (SSC/SPC) on behalf of Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: September-16-19 1:10 PM
To: Lojk, Begonia (SSC/SPC)
Cc: St-Louis, Mona (SSC/SPC); Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: FW: Rappel: Prix d'excellence 2019 - documents pour la révision des mises en candidatures / Reminder: Awards of Excellence 2019 - Nominations Review Documents

English follows…

Bonjour,

Ceci est un rappel que vous devez nous faire parvenir les grilles d'évaluation des mises en candidatures pour les Prix d'excellence 2019 de SPC dans les plus brefs délais.

Merci,

**

Hello,

This is a gentle reminder that we require the nominations assessment grids for the 2019 SSC Awards of Excellence as soon as possible.

Thank you,

Shared Services Canada, Award and Recognition Team
L'équipe de Prix et reconnaissance de Services partagés Canada

---

From: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca> **On Behalf Of** Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: September 12, 2019 11:50 AM
To: Lojk, Begonia (SSC/SPC) <begonia.lojk@canada.ca>; Côté2, Alain (SSC/SPC) <alain.cote2@canada.ca>
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Subject: Rappel: Prix d'excellence 2019 - documents pour la révision des mises en candidatures / Reminder: Awards of Excellence 2019 - Nominations Review Documents

English follows…

Bonjour,

Ceci est un rappel que vous devez nous faire parvenir les grilles d'évaluation des mises en candidatures pour les Prix d'excellence 2019 de SPC, au plus tard le vendredi 13 septembre 2019.

Merci,

**

Hello,

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To: Rhoades, Lisa (SSC/SPC) <lisa.rhoades@canada.ca>; Daniels, Don (SSC/SPC) <don.daniels@canada.ca>; Pelletier, Pierre (SSC/SPC) <pierre.pelletier@canada.ca>; McKay, Mary (SSC/SPC) <mary.mckay@canada.ca>; Côté2, Alain (SSC/SPC) <alain.cote2@canada.ca>; Caron, Stéphane (SSC/SPC) <stephane.caron@canada.ca>; Archibald, Shannon (SSC/SPC) <shannon.archibald@canada.ca>; Lojk, Begonia (SSC/SPC) <begonia.lojk@canada.ca>; Ulitsky, Victor (SSC/SPC) <victor.ulitsky@canada.ca>
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Subject: Rappel: Prix d'excellence 2019 - documents pour la révision des mises en candidatures / Reminder: Awards of Excellence 2019 - Nominations Review Documents

English follows…

Bonjour,

Ceci est un rappel que vous devez nous faire parvenir les grilles d'évaluation des mises en candidatures pour les Prix d'excellence 2019 de SPC, d'ici le **mercredi 11 septembre 2019**.

Merci,

**

Hello,

This is a gentle reminder that we require the nominations assessment grids for the 2019 SSC Awards of Excellence, by **Wednesday, September 11, 2019**.

Thank you,

Shared Services Canada, Award and Recognition Team
L'équipe de Prix et reconnaissance de Services partagés Canada

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From: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: August 15, 2019 11:10 AM
To: Rhoades, Lisa (SSC/SPC) <lisa.rhoades@canada.ca>; Daniels, Don (SSC/SPC) <don.daniels@canada.ca>; Pelletier, Pierre (SSC/SPC) <pierre.pelletier@canada.ca>; McKay, Mary (SSC/SPC) <mary.mckay@canada.ca>; Côté2, Alain (SSC/SPC) <alain.cote2@canada.ca>; Caron, Stéphane (SSC/SPC) <stephane.caron@canada.ca>; Archibald, Shannon (SSC/SPC) <shannon.archibald@canada.ca>; Lojk, Begonia (SSC/SPC) <begonia.lojk@canada.ca>; Ulitsky, Victor (SSC/SPC) <victor.ulitsky@canada.ca>; Westerman, Jessica (SSC/SPC) <jessica.westerman@canada.ca>
Cc: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>; Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Subject: Prix d'excellence 2019 - documents pour la révision des mises en candidatures / Awards of Excellence 2019 - Nominations Review Documents

English follows…

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d'évaluation ci-dessous. Chaque candidature doit être évaluée en fonction des critères de la catégorie dans laquelle elle a été soumise.

Si vos adjoints administratifs ont besoin d'accéder à ces documents, veuillez fournir leurs noms à Prix et Reconnaissance. Toutes les grilles d'évaluation doivent être renvoyées à Prix et Reconnaissance avant le **mercredi 11 septembre 2019**.

Le comité de sélection se réunira le 20 septembre, 2019 pour discuter des résultats et recommander les récipiendaires de cette année. Ces résultats seront ensuite examinés par le comité des SMA en octobre 2019.

Conseils et astuces d'évaluation

- Fixez-vous un objectif de 15 nominations à évaluer par semaine. Réservez-vous une ou deux heures par semaine pour les évaluations.
- Définitions et critères : ayez une copie imprimée des définitions de catégories et des critères d'évaluation devant vous pour faciliter votre évaluation.
- Demandez l'aide d'un collègue (doit être au niveau EX): si vous pensez que vous ne pourrez pas terminer les évaluations avant le **mercredi 11 septembre 2019**.

Lien à la grille d'évaluation / votre liste de mises en candidatures à évaluer :
https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/54931060

Liens aux mises en candidatures :
Professionnel de l'administration : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50632552
En coulisse : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50744948
Collaboration : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50676808
Créativité et innovation : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50638991
Leadership: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50673356
Le Prix du président pour une carrière remarquable : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50639025
Excellence du service : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50633822
Bien-être en milieu de travail : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50739746

Pour de plus amples informations, veuillez communiquer avec Jessica Mitchell (jessica.mitchell@canada.ca).

Merci de votre appui et de votre collaboration continus.

Nathalie Ferreira
Directrice, apprentissage et perfectionnement, gestion du rendement, prix et reconnaissance,
Direction générale des services ministériels

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Communiqué en vertu de la Loi sur l'accès à l'information

Given the number of submissions received, and to facilitate the exercise for all, we have distributed the applications amongst the members of the selection committee. You will have 32 or 33 nominations each to evaluate. Please indicate your results in the evaluation grid below. Each application must be evaluated according to the criteria for the category in which it was submitted.

Should your Administrative Assistants require access to these documents, please provide their names to Awards and Recognition. All assessment grids are due back to Awards and Recognition by **Wednesday, September 11, 2019**.

The Selection Committee will then meet on September 20 2019, to discuss the results and recommend this year's recipients. These results will then be reviewed with the ADM Committee in October 2019.

Assessment Tips and Tricks

- Set yourself a goal to evaluate 15 nominations per week. Set aside a couple hours each week for evaluations.
- Definitions and criteria: Have a printed copy of the category definitions and assessment criteria in front of you to facilitate your evaluation.
- Seek the help of others within your branch (must be an EX-level): If you feel you will not be able to complete the assessments by Wednesday, September 11, 2019.

Link to assessment grid / your list of nominations to assess: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/54931060

Links to nominations:

Administrative professional: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50632552
Behind the Scenes: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50744948
Collaboration: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50676808
Creativity and innovation: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50638991
Leadership: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50673356
President's Outstanding Career contribution: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50639025
Service excellence: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50633822
Workplace well-being: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50739746

Do not hesitate to contact Jessica Mitchell (Jessica.mitchell@canada.ca), for all questions pertaining to this event.

Thank you for your ongoing support and collaboration.

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Communiqué en vertu de la Loi sur l'accès à l'information

Ngamije-Gaga, Axel (SSC/SPC)

From: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: August-15-19 11:10 AM
To: Rhoades, Lisa (SSC/SPC); Daniels, Don (SSC/SPC); Pelletier, Pierre (SSC/SPC); McKay, Mary (SSC/SPC); Côté2, Alain (SSC/SPC); Caron, Stéphane (SSC/SPC); Archibald, Shannon (SSC/SPC); Lojk, Begonia (SSC/SPC); Ulitsky, Victor (SSC/SPC); Westerman, Jessica (SSC/SPC)
Cc: Mitchell, Jessica (SSC/SPC); Ferreira, Nathalie (SSC/SPC); Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Prix d'excellence 2019 - documents pour la révision des mises en candidatures / Awards of Excellence 2019 - Nominations Review Documents

English follows…

PROTÉGÉ B / PROTECTED B

Chers collègues,

Nous aimerions remercier chacun d'entre vous pour votre participation au comité de sélection des Prix d'excellence 2019 de SPC. La période de mise en candidatures est terminée et nous sommes maintenant prêts à procéder à l'évaluation des candidatures.

Compte tenu du nombre de soumissions reçues, et pour faciliter l'exercice à tous, nous avons réparti les candidatures parmi les membres du comité de sélection. Vous aurez donc 32 ou 33 nominations chacun à évaluer. Nous vous prions d'indiquer vos résultats dans la grille d'évaluation ci-dessous. Chaque candidature doit être évaluée en fonction des critères de la catégorie dans laquelle elle a été soumise.

Si vos adjoints administratifs ont besoin d'accéder à ces documents, veuillez fournir leurs noms à Prix et Reconnaissance. Toutes les grilles d'évaluation doivent être renvoyées à Prix et Reconnaissance avant le **mercredi 11 septembre 2019**.

Le comité de sélection se réunira le 20 septembre, 2019 pour discuter des résultats et recommander les récipiendaires de cette année. Ces résultats seront ensuite examinés par le comité des SMA en octobre 2019.

Conseils et astuces d'évaluation

- Fixez-vous un objectif de 15 nominations à évaluer par semaine. Réservez-vous une ou deux heures par semaine pour les évaluations.
- Définitions et critères : ayez une copie imprimée des définitions de catégories et des critères d'évaluation devant vous pour faciliter votre évaluation.
- Demandez l'aide d'un collègue (doit être au niveau EX): si vous pensez que vous ne pourrez pas terminer les évaluations avant le **mercredi 11 septembre 2019**.

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Créativité et innovation : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50638991
Leadership: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50673356
Le Prix du président pour une carrière remarquable : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50639025
Excellence du service : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50633822
Bien-être en milieu de travail : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50739746

Pour de plus amples informations, veuillez communiquer avec Jessica Mitchell (jessica.mitchell@canada.ca).

Merci de votre appui et de votre collaboration continus.

Nathalie Ferreira
Directrice, apprentissage et perfectionnement, gestion du rendement, prix et reconnaissance,
Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Nathalie.Ferreira@canada.ca / Tél. Cell. : 613-415-6947

Dear Colleagues,

We would like to thank each of you for joining the 2019 SSC Awards of Excellence Selection Committee. The nomination period is closed and we are now ready to conduct the evaluation of the nominations.

Given the number of submissions received, and to facilitate the exercise for all, we have distributed the applications amongst the members of the selection committee. You will have 32 or 33 nominations each to evaluate. Please indicate your results in the evaluation grid below. Each application must be evaluated according to the criteria for the category in which it was submitted.

Should your Administrative Assistants require access to these documents, please provide their names to Awards and Recognition. All assessment grids are due back to Awards and Recognition by **Wednesday, September 11, 2019**.

The Selection Committee will then meet on September 20 2019, to discuss the results and recommend this year's recipients. These results will then be reviewed with the ADM Committee in October 2019.

Assessment Tips and Tricks

- Set yourself a goal to evaluate 15 nominations per week. Set aside a couple hours each week for evaluations.
- Definitions and criteria: Have a printed copy of the category definitions and assessment

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Administrative professional: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50632552
Behind the Scenes: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50744948
Collaboration: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50676808
Creativity and innovation: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50638991
Leadership: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50673356
President's Outstanding Career contribution: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50639025
Service excellence: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50633822
Workplace well-being: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50739746

Do not hesitate to contact Jessica Mitchell (Jessica.mitchell@canada.ca), for all questions pertaining to this event.

Thank you for your ongoing support and collaboration.

Nathalie Ferreira
Director, Learning & Development, Performance Management, Awards and Recognition, Corporate Services Branch
Shared Services Canada / Government of Canada
Nathalie.Ferreira@canada.ca / Cel : 613-415-6947

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Ngamije-Gaga, Axel (SSC/SPC)

From: Matinjanin2, Paula (SSC/SPC)
Sent: July-08-19 2:03 PM
To: Cousineau, Stephane (SSC/SPC); Bombardier, Denis (SSC/SPC); Thuppal, Raj (SSC/SPC); Canam, Ken (SSC/SPC); Sehgal, Pankaj (SPAC/PSPC); Gagnon, Luc (SSC/SPC); Normand, Louis-Paul (SSC/SPC); McKay2, Greg (SSC/SPC); Gendron, José (SSC/SPC); Nadeau, Patrice (SSC/SPC)
Cc: Mitchell, Jessica (SSC/SPC); Ferreira, Nathalie (SSC/SPC); SSC.F DGO-HRW / RHMT-BDG F.SPC; Lascu, Mihai (SSC/SPC); John, Jothi (SSC/SPC); Bastien-Valde, Magalie (SSC/SPC); Sweet, Greg (SSC/SPC); Bolduc, Gracia (SSC/SPC); Millien, Tamara (SSC/SPC); Duckworth2, Korry (SSC/SPC); Bura, Veronica (SSC/SPC); Loan, Trevor (SSC/SPC); El-Gharib, Rachel (SSC/SPC); Fletcher, Katherine (SSC/SPC); Daigle3, Melanie (SSC/SPC); Sherlock, Elanor (SSC/SPC); Brown, Rhiannon (SSC/SPC); Sater, Brenda (SSC/SPC); Giurgevich, Nicholas (SSC/SPC); Shannon, Erika (SSC/SPC); Scott, Jackie (SSC/SPC); Attwood, Stephanie (SSC/SPC); Byrne, Fiona (SSC/SPC); McDermott, Molly (SSC/SPC); Reznik, Tetiana (SSC/SPC); Gijon, Lucie (SSC/SPC); Munn, Stephanie (SSC/SPC); Bilodeau, Nicole (SSC/SPC); Charron, Catherine Anne (SSC/SPC); Knight, Jenny (SSC/SPC); Mageau2, Melanie (SSC/SPC)
Subject: Rappel: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/ Reminder: Call Out for the SSC Awards of Excellence DG Selection Committee

De la part de Rose Kattackal, Directrice générale, Ressources humaines et milieu de travail / On behalf of Rose Kattackal, Director General, Human Resources and Workplace

Rappel/Reminder

Ceci est un rappel que nous sommes à la recherche d'un directeur général de chaque direction générale qui voudra participer au comité de sélection des Prix d'excellence de SPC. Veuillez transmettre le nom de la personne qui représentera votre direction générale à la boite générique de **Prix et Reconnaissance d'ici le vendredi 12 juillet 2019.**

******

This is a gentle reminder that we are seeking a Director General from each Branch to form the Awards of Excellence Selection Committee. Please provide the name of your Branch representative to **Awards and Recognition by Friday, July 12, 2019.**

(English follows)

Chers collègues,

Dans le cadre de notre préparation aux Prix d'excellence de SPC qui aura lieu en janvier 2020, nous sommes à la recherche d'un directeur général de chaque direction générale qui voudra participer au comité de sélection des Prix d'excellence de SPC.

Le rôle des membres du comité est de participer à l'examen des mises en candidature des prix d'excellence. L'équipe de Prix et reconnaissances offrira aux membres tout appui administratif, consignes et matériel requis à cet exercice.

Une fois le comité formé, les membres recevront une invitation dans leur calendrier en ce qui a trait à la réunion du comité de sélection, prévue à la fin septembre 2019.

Veuillez transmettre le nom de la personne qui représentera votre direction générale à Prix et reconnaissances d'ici le

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The role of the committee members involves participating in the AoE review and assessment process of the nominations received. Administrative support, guidance and material pertaining to this exercise will be provided to the members by the Awards and Recognition team.

Once the committee formed, Director Generals will receive a notification in their calendars of the nomination assessment exercise that will take place end September, 2019.

Please provide the name of your Branch representative to Awards and Recognition by 12 July, 2019**.**

Do not hesitate to contact Nathalie Ferreira (Nathalie.Ferreira@canada.ca), for all questions pertaining to this event.

Thank you for your ongoing support and collaboration.

Rose Kattackal
DG, Ressources humaines et milieu de travail
Services partagés Canada /
DG, Human Resources and Workplace
Shared Services Canada
rose.kattackal@canada.ca

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Ngamije-Gaga, Axel (SSC/SPC)

From: Mitchell, Jessica (SSC/SPC) on behalf of Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: September-04-19 10:14 AM
To: Rhoades, Lisa (SSC/SPC); Daniels, Don (SSC/SPC); Pelletier, Pierre (SSC/SPC); McKay, Mary (SSC/SPC); Côté2, Alain (SSC/SPC); Caron, Stéphane (SSC/SPC); Archibald, Shannon (SSC/SPC); Lojk, Begonia (SSC/SPC); Ulitsky, Victor (SSC/SPC)
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Rappel: Prix d'excellence 2019 - documents pour la révision des mises en candidatures / Reminder: Awards of Excellence 2019 - Nominations Review Documents

English follows…

Bonjour,

Ceci est un rappel que vous devez nous faire parvenir les grilles d'évaluation des mises en candidatures pour les Prix d'excellence 2019 de SPC, d'ici le **mercredi 11 septembre 2019**.

Merci,

**

Hello,

This is a gentle reminder that we require the nominations assessment grids for the 2019 SSC Awards of Excellence, by **Wednesday, September 11, 2019**.

Thank you,

Shared Services Canada, Award and Recognition Team
L'équipe de Prix et reconnaissance de Services partagés Canada

---

From: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: August 15, 2019 11:10 AM
To: Rhoades, Lisa (SSC/SPC) <lisa.rhoades@canada.ca>; Daniels, Don (SSC/SPC) <don.daniels@canada.ca>; Pelletier, Pierre (SSC/SPC) <pierre.pelletier@canada.ca>; McKay, Mary (SSC/SPC) <mary.mckay@canada.ca>; Côté2, Alain (SSC/SPC) <alain.cote2@canada.ca>; Caron, Stéphane (SSC/SPC) <stephane.caron@canada.ca>; Archibald, Shannon (SSC/SPC) <shannon.archibald@canada.ca>; Lojk, Begonia (SSC/SPC) <begonia.lojk@canada.ca>; Ulitsky, Victor (SSC/SPC) <victor.ulitsky@canada.ca>; Westerman, Jessica (SSC/SPC) <jessica.westerman@canada.ca>
Cc: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>; Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Subject: Prix d'excellence 2019 - documents pour la révision des mises en candidatures / Awards of Excellence 2019 - Nominations Review Documents

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Compte tenu du nombre de soumissions reçues, et pour faciliter l'exercice à tous, nous avons réparti les candidatures parmi les membres du comité de sélection. Vous aurez donc 32 ou 33 nominations chacun à évaluer. Nous vous prions d'indiquer vos résultats dans la grille d'évaluation ci-dessous. Chaque candidature doit être évaluée en fonction des critères de la catégorie dans laquelle elle a été soumise.

Si vos adjoints administratifs ont besoin d'accéder à ces documents, veuillez fournir leurs noms à Prix et Reconnaissance. Toutes les grilles d'évaluation doivent être renvoyées à Prix et Reconnaissance avant le **mercredi 11 septembre 2019**.

Le comité de sélection se réunira le 20 septembre, 2019 pour discuter des résultats et recommander les récipiendaires de cette année. Ces résultats seront ensuite examinés par le comité des SMA en octobre 2019.

Conseils et astuces d'évaluation

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- Définitions et critères : ayez une copie imprimée des définitions de catégories et des critères d'évaluation devant vous pour faciliter votre évaluation.
- Demandez l'aide d'un collègue (doit être au niveau EX): si vous pensez que vous ne pourrez pas terminer les évaluations avant le **mercredi 11 septembre 2019**.

Lien à la grille d'évaluation / votre liste de mises en candidatures à évaluer :
https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/54931060

Liens aux mises en candidatures :
Professionnel de l'administration : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50632552
En coulisse : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50744948
Collaboration : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50676808
Créativité et innovation : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50638991
Leadership: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50673356
Le Prix du président pour une carrière remarquable : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50639025
Excellence du service : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50633822
Bien-être en milieu de travail : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50739746

Pour de plus amples informations, veuillez communiquer avec Jessica Mitchell (jessica.mitchell@canada.ca).

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Communiqué en vertu de la *Loi sur l'accès à l'information*

We would like to thank each of you for joining the 2019 SSC Awards of Excellence Selection Committee. The nomination period is closed and we are now ready to conduct the evaluation of the nominations.

Given the number of submissions received, and to facilitate the exercise for all, we have distributed the applications amongst the members of the selection committee. You will have 32 or 33 nominations each to evaluate. Please indicate your results in the evaluation grid below. Each application must be evaluated according to the criteria for the category in which it was submitted.

Should your Administrative Assistants require access to these documents, please provide their names to Awards and Recognition. All assessment grids are due back to Awards and Recognition by **Wednesday, September 11, 2019**.

The Selection Committee will then meet on September 20 2019, to discuss the results and recommend this year's recipients. These results will then be reviewed with the ADM Committee in October 2019.

Assessment Tips and Tricks

- Set yourself a goal to evaluate 15 nominations per week. Set aside a couple hours each week for evaluations.
- Definitions and criteria: Have a printed copy of the category definitions and assessment criteria in front of you to facilitate your evaluation.
- Seek the help of others within your branch (must be an EX-level): If you feel you will not be able to complete the assessments by Wednesday, September 11, 2019.

Link to assessment grid / your list of nominations to assess: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/54931060

Links to nominations:

Administrative professional: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50632552
Behind the Scenes: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50744948
Collaboration: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50676808
Creativity and innovation: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50638991
Leadership: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50673356
President's Outstanding Career contribution: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50639025
Service excellence: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50633822
Workplace well-being: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50739746

Do not hesitate to contact Jessica Mitchell (Jessica.mitchell@canada.ca), for all questions

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Ngamije-Gaga, Axel (SSC/SPC)

From: Ferreira, Nathalie (SSC/SPC)
Sent: July-05-19 1:26 PM
To: Scott, Jackie (SSC/SPC); Matinjanin2, Paula (SSC/SPC)
Cc: Malenfant, Karine (SSC/SPC); Blais2, Manon (SSC/SPC); Mitchell, Jessica (SSC/SPC)
Subject: RE: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/Call Out for the SSC Awards of Excellence DG Selection Committee

Good afternoon Jackie,

The selection board process will involve reviewing and assessing the approximately 30 nomination summaries, based on last year's numbers, and finally, sitting in on the overall assessment meeting, which normally lasts approximately 2 hours. It is estimated that DG committee members will spend approximately 10 hours on this exercise, from beginning to end, meaning, over a period of one month.

I hope this serves to answer your question. Please do not hesitate, should you require other information.

Regards,

Nathalie Ferreira

Directrice, apprentissage et perfectionnement, gestion du rendement, prix et reconnaissance,
Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Nathalie.Ferreira@canada.ca / Tél. Cell. : 613-415-6947

Director, Learning & Development, Performance Management, Awards and Recognition,
Corporate Services Branch
Shared Services Canada / Government of Canada
Nathalie.Ferreira@canada.ca / Cel : 613-415-6947

From: Scott, Jackie (SSC/SPC)
Sent: June 27, 2019 1:14 PM
To: Matinjanin2, Paula (SSC/SPC) <paula.matinjanin2@canada.ca>; Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>
Subject: FW: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/Call Out for the SSC Awards of Excellence DG Selection Committee

Hello,

Can you please advise how much of a time commitment this would be?

Thank you

Jackie Scott

Issues Manager
Project Management & Delivery, Senior Assistant Deputy Minister's Office

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Sent: June 27, 2019 1:08 PM
To: Scott, Jackie (SSC/SPC) <jackie.scott@canada.ca>
Cc: Chouinard2, Julie (SSC/SPC) <julie.chouinard2@canada.ca>
Subject: RE: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/Call Out for the SSC Awards of Excellence DG Selection Committee

Hi Jackie,

Nik was wondering how much of a time commitment would this be?

Thanks
Cindy

Cindy Judd
Executive Assistant / Adjointe Exécutive
Data Centre Services Projects / Projets relatifs aux services de centres de données
Project Management and Delivery|Direction générale de la gestion et de l'exécution de projets
DG: Nik Kunchur
Shared Services Canada / Services Partagés Canada
819-664-2739
cindy.judd@canada.ca

<< OLE Object: Picture (Device Independent Bitmap) >>

From: Scott, Jackie (SSC/SPC)
Sent: June 25, 2019 1:00 PM
To: Chaaban, Afif (SSC/SPC) <afif.chaaban@canada.ca>; Ferland, Pierre (SSC/SPC) <pierre.ferland@canada.ca>; Kunchur, Nik (SSC/SPC) <nik.kunchur@canada.ca>; Pelletier, Pierre (SSC/SPC) <pierre.pelletier@canada.ca>; Varin, André (SSC/SPC) <andre.varin@canada.ca>
Cc: Brousseau, Falon (SSC/SPC) <falon.brousseau@canada.ca>; Cardinal, Louise (SSC/SPC) <louise.cardinal@canada.ca>; Chouinard2, Julie (SSC/SPC) <julie.chouinard2@canada.ca>; Demers, Josianne (SSC/SPC) <josianne.demers@canada.ca>; Fauteux, Marie-Eve (SSC/SPC) <marie-eve.fauteux@canada.ca>; Jacobs, Aylanna (SSC/SPC) <aylanna.jacobs@canada.ca>; Judd, Cindy (SSC/SPC) <cindy.judd@canada.ca>; Laforge, Natalie (SSC/SPC) <natalie.laforge@canada.ca>; Strickland, Alexandra (SSC/SPC) <alexandra.strickland@canada.ca>; Vézina, Marie-Josée (SSC/SPC) <marie-josee.vezina@canada.ca>; Shannon, Erika (SSC/SPC) <erika.shannon@canada.ca>; Attwood, Stephanie (SSC/SPC) <stephanie.attwood@canada.ca>
Subject: FW: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/Call Out for the SSC Awards of Excellence DG Selection Committee

Good afternoon,

Please see below. Please let us know by eod July 10 if you are interested in being on the selection committee for the SSC Awards of Excellence. We need to provide one representative for our branch.

Thank you,

Jackie Scott

Issues Manager
Project Management & Delivery, Senior Assistant Deputy Minister's Office
Shared Services Canada / Government of Canada
jackie.scott@canada.ca / Tel: 613-670-1717

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<denis.bombardier@canada.ca>; Thuppal, Raj (SSC/SPC) <raj.thuppal@canada.ca>; Canam, Ken (SSC/SPC) <ken.canam@canada.ca>; Sehgal, Pankaj (SPAC/PSPC) <pankaj.sehgal@canada.ca>; Gagnon, Luc (SSC/SPC) <luc.gagnon@canada.ca>; Normand, Louis-Paul (SSC/SPC) <louis-paul.normand@canada.ca>; McKay2, Greg (SSC/SPC) <greg.mckay2@canada.ca>; Gendron, José (SSC/SPC) <jose.gendron@canada.ca>; Nadeau, Patrice (SSC/SPC) <patrice.nadeau@canada.ca>
Cc: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>; Lascu, Mihai (SSC/SPC) <mihai.lascu@canada.ca>; John, Jothi (SSC/SPC) <jothi.john@canada.ca>; Bastien-Valde, Magalie (SSC/SPC) <magalie.bastien-valde@canada.ca>; Sweet, Greg (SSC/SPC) <greg.sweet@canada.ca>; Bolduc, Gracia (SSC/SPC) <gracia.bolduc@canada.ca>; Millien, Tamara (SSC/SPC) <tamara.millien@canada.ca>; Duckworth2, Korry (SSC/SPC) <korry.duckworth2@canada.ca>; Bura, Veronica (SSC/SPC) <veronica.bura@canada.ca>; Loan, Trevor (SSC/SPC) <trevor.loan@canada.ca>; El-Gharib, Rachel (SSC/SPC) <rachel.el-gharib@canada.ca>; Fletcher, Katherine (SSC/SPC) <katherine.fletcher@canada.ca>; Daigle3, Melanie (SSC/SPC) <melanie.daigle3@canada.ca>; Sherlock, Elanor (SSC/SPC) <elanor.sherlock@canada.ca>; Brown, Rhiannon (SSC/SPC) <rhiannon.brown@canada.ca>; Sater, Brenda (SSC/SPC) <brenda.sater@canada.ca>; Giurgevich, Nicholas (SSC/SPC) <nicholas.giurgevich@canada.ca>; Shannon, Erika (SSC/SPC) <erika.shannon@canada.ca>; Scott, Jackie (SSC/SPC) <jackie.scott@canada.ca>; Attwood, Stephanie (SSC/SPC) <stephanie.attwood@canada.ca>; Byrne, Fiona (SSC/SPC) <fiona.byrne@canada.ca>; McDermott, Molly (SSC/SPC) <molly.mcdermott@canada.ca>; Reznik, Tetiana (SSC/SPC) <tetiana.reznik@canada.ca>; Gijon, Lucie (SSC/SPC) <lucie.gijon@canada.ca>; Munn, Stephanie (SSC/SPC) <stephanie.munn@canada.ca>; Bilodeau, Nicole (SSC/SPC) <nicole.bilodeau@canada.ca>; Charron, Catherine Anne (SSC/SPC) <catherineanne.charron@canada.ca>; Knight, Jenny (SSC/SPC) <jenny.knight@canada.ca>; Mageau2, Melanie (SSC/SPC) <melanie.mageau2@canada.ca>
Subject: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/Call Out for the SSC Awards of Excellence DG Selection Committee

De la part de Rose Kattackal, Directrice générale, Ressources humaines et milieu de travail / On behalf of Rose Kattackal, Director General, Human Resources and Workplace

(English follows)

Chers collègues,

Dans le cadre de notre préparation aux Prix d'excellence de SPC qui aura lieu en janvier 2020, nous sommes à la recherche d'un directeur général de chaque direction générale qui voudra participer au comité de sélection des Prix d'excellence de SPC.

Le rôle des membres du comité est de participer à l'examen des mises en candidature des prix d'excellence. L'équipe de Prix et reconnaissances offrira aux membres tout appui administratif, consignes et matériel requis à cet exercice.

Une fois le comité formé, les membres recevront une invitation dans leur calendrier en ce qui a trait à la réunion du comité de sélection, prévue à la fin septembre 2019.

Veuillez transmettre le nom de la personne qui représentera votre direction générale à Prix et reconnaissances d'ici le 12 juillet 2019.

Pour de plus amples informations, veuillez communiquer avec Nathalie Ferreira (Nathalie.Ferreira@canada.ca).

Merci de votre appui et de votre collaboration continus.

Rose Kattackal
DG, Ressources humaines et milieu de travail
Services partagés Canada / Gouvernement du Canada
rose.kattackal@canada.ca / 819-956-7101

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Please provide the name of your Branch representative to Awards and Recognition by 12 July, 2019.

Do not hesitate to contact Nathalie Ferreira (Nathalie.Ferreira@canada.ca), for all questions pertaining to this event.

Thank you for your ongoing support and collaboration.

Rose Kattackal
DG, Human Resources and Workplace
Shared Services Canada / Government of Canada
rose.kattackal@canada.ca / 819-956-7101

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Ngamije-Gaga, Axel (SSC/SPC)

From: Ferreira, Nathalie (SSC/SPC)
Sent: July-19-19 1:07 PM
To: Schreiner, Roxanne (SSC/SPC); Mitchell, Jessica (SSC/SPC); Malenfant, Karine (SSC/SPC); Blais2, Manon (SSC/SPC)
Cc: Taylor, Anna (SSC/SPC); Rhoades, Lisa (SSC/SPC)
Subject: RE: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/Call Out for the SSC Awards of Excellence DG Selection Committee

Good afternoon Roxanne,

Thank you very much for the quick turn around.

Jessica – Please note below for the AoE DEG Selection Committee.

Thank you and have a great weekend.

Nathalie Ferreira

Directrice, apprentissage et perfectionnement, gestion du rendement, prix et reconnaissance,
Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Nathalie.Ferreira@canada.ca / Tél. Cell. : 613-415-6947

Director, Learning & Development, Performance Management, Awards and Recognition,
Corporate Services Branch
Shared Services Canada / Government of Canada
Nathalie.Ferreira@canada.ca / Cel : 613-415-6947

From: Schreiner, Roxanne (SSC/SPC)
Sent: July 19, 2019 8:51 AM
To: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>
Cc: Taylor, Anna (SSC/SPC) <anna.taylor@canada.ca>; Rhoades, Lisa (SSC/SPC) <lisa.rhoades@canada.ca>
Subject: RE: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/Call Out for the SSC Awards of Excellence DG Selection Committee

Bonjour Nathalie,

As per our discussion, Lisa Rhoades, Director Strategic Communications will be Comm's Branch representative.

Merci

Roxanne

From: Ferreira, Nathalie (SSC/SPC)
Sent: July 17, 2019 2:04 PM
To: Schreiner, Roxanne (SSC/SPC) <roxanne.schreiner@canada.ca>
Cc: Taylor, Anna (SSC/SPC) <anna.taylor@canada.ca>; Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>;

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N'hésite pas à me joindre si tu as des questions. Merci.

Nathalie

(English follows)

Chers collègues,

Dans le cadre de notre préparation aux Prix d'excellence de SPC qui aura lieu en janvier 2020, nous sommes à la recherche d'un directeur général de chaque direction générale qui voudra participer au comité de sélection des Prix d'excellence de SPC.

Le rôle des membres du comité est de participer à l'examen des mises en candidature des prix d'excellence. L'équipe de Prix et reconnaissances offrira aux membres tout appui administratif, consignes et matériel requis à cet exercice.

Une fois le comité formé, les membres recevront une invitation dans leur calendrier en ce qui a trait à la réunion du comité de sélection, prévue à la fin septembre 2019.

Veuillez transmettre le nom de la personne qui représentera votre direction générale à Prix et reconnaissances d'ici le 12 juillet 2019.

Pour de plus amples informations, veuillez communiquer avec Nathalie Ferreira (Nathalie.Ferreira@canada.ca).

Merci de votre appui et de votre collaboration continus.

Dear colleagues,

In preparation for the SSC Awards of Excellence (AoE) that will take place in January, 2020, we are seeking a Director General from each Branch to form the AoE Selection Committee.

The role of the committee members involves participating in the AoE review and assessment process of the nominations received. Administrative support, guidance and material pertaining to this exercise will be provided to the members by the Awards and Recognition team.

Once the committee formed, Director Generals will receive a notification in their calendars of the nomination assessment exercise that will take place end September, 2019.

Please provide the name of your Branch representative to Awards and Recognition by 12 July, 2019.

Do not hesitate to contact Nathalie Ferreira (Nathalie.Ferreira@canada.ca), for all questions pertaining to this event.

Thank you for your ongoing support and collaboration.

Rose Kattackal
DG, Ressources humaines et milieu de travail
Services partagés Canada /
DG, Human Resources and Workplace
Shared Services Canada
rose.kattackal@canada.ca

Nathalie Ferreira

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Ngamije-Gaga, Axel (SSC/SPC)

From: Mitchell, Jessica (SSC/SPC) on behalf of Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: August-02-19 2:32 PM
To: Charron, Catherine Anne (SSC/SPC)
Cc: Mitchell, Jessica (SSC/SPC); Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: RE: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/Call Out for the SSC Awards of Excellence DG Selection Committee

Good day Catherine,

Unfortunately, Mr. Lévesque is not available for the DG selection committee meeting scheduled on September 20th. Would you kindly submit a new representative for the NSDS Branch?

Kind regards,

Jessica Mitchell

Prix et reconnaissance, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569

Awards and Recognition, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

From: Charron, Catherine Anne (SSC/SPC) <catherineanne.charron@canada.ca>
Sent: June 25, 2019 1:58 PM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Cc: Bilodeau, Nicole (SSC/SPC) <nicole.bilodeau@canada.ca>; Levesque, Simon (SSC/SPC) <simon.levesque@canada.ca>; Duckworth2, Korry (SSC/SPC) <korry.duckworth2@canada.ca>; Nadeau, Patrice (SSC/SPC) <patrice.nadeau@canada.ca>; Bura, Veronica (SSC/SPC) <veronica.bura@canada.ca>; McGeown, Andrea (SSC/SPC) <andrea.mcgeown@canada.ca>
Subject: RE: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/Call Out for the SSC Awards of Excellence DG Selection Committee

Good afternoon,
Patrice Nadeau has identified Simon Levesque as the NSDS representative.

Thank you,

Catherine Anne Charron

A/ Issues Manager, A/ Associate Assistant Deputy Minister's Office, Networks, Security and Digital Services
Shared Services Canada / Government of Canada
catherineanne.charron@canada.ca / Tel: 613-688-9265

I/ Gestionnaire des enjeux , bureau du I/ Sous-ministre adjoint délégué, Réseaux, sécurité et services numériques
Services partagés Canada / Gouvernement du Canada
catherineanne.charron@canada.ca / Tel: 613-688-9265

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Cc: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>; Lascu, Mihai (SSC/SPC) <mihai.lascu@canada.ca>; John, Jothi (SSC/SPC) <jothi.john@canada.ca>; Bastien-Valde, Magalie (SSC/SPC) <magalie.bastien-valde@canada.ca>; Sweet, Greg (SSC/SPC) <greg.sweet@canada.ca>; Bolduc, Gracia (SSC/SPC) <gracia.bolduc@canada.ca>; Millien, Tamara (SSC/SPC) <tamara.millien@canada.ca>; Duckworth2, Korry (SSC/SPC) <korry.duckworth2@canada.ca>; Bura, Veronica (SSC/SPC) <veronica.bura@canada.ca>; Loan, Trevor (SSC/SPC) <trevor.loan@canada.ca>; El-Gharib, Rachel (SSC/SPC) <rachel.el-gharib@canada.ca>; Fletcher, Katherine (SSC/SPC) <katherine.fletcher@canada.ca>; Daigle3, Melanie (SSC/SPC) <melanie.daigle3@canada.ca>; Sherlock, Elanor (SSC/SPC) <elanor.sherlock@canada.ca>; Brown, Rhiannon (SSC/SPC) <rhiannon.brown@canada.ca>; Sater, Brenda (SSC/SPC) <brenda.sater@canada.ca>; Giurgevich, Nicholas (SSC/SPC) <nicholas.giurgevich@canada.ca>; Shannon, Erika (SSC/SPC) <erika.shannon@canada.ca>; Scott, Jackie (SSC/SPC) <jackie.scott@canada.ca>; Attwood, Stephanie (SSC/SPC) <stephanie.attwood@canada.ca>; Byrne, Fiona (SSC/SPC) <fiona.byrne@canada.ca>; McDermott, Molly (SSC/SPC) <molly.mcdermott@canada.ca>; Reznik, Tetiana (SSC/SPC) <tetiana.reznik@canada.ca>; Gijon, Lucie (SSC/SPC) <lucie.gijon@canada.ca>; Munn, Stephanie (SSC/SPC) <stephanie.munn@canada.ca>; Bilodeau, Nicole (SSC/SPC) <nicole.bilodeau@canada.ca>; Charron, Catherine Anne (SSC/SPC) <catherineanne.charron@canada.ca>; Knight, Jenny (SSC/SPC) <jenny.knight@canada.ca>; Mageau2, Melanie (SSC/SPC) <melanie.mageau2@canada.ca>
Subject: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/Call Out for the SSC Awards of Excellence DG Selection Committee

De la part de Rose Kattackal, Directrice générale, Ressources humaines et milieu de travail / On behalf of Rose Kattackal, Director General, Human Resources and Workplace

(English follows)

Chers collègues,

Dans le cadre de notre préparation aux Prix d'excellence de SPC qui aura lieu en janvier 2020, nous sommes à la recherche d'un directeur général de chaque direction générale qui voudra participer au comité de sélection des Prix d'excellence de SPC.

Le rôle des membres du comité est de participer à l'examen des mises en candidature des prix d'excellence. L'équipe de Prix et reconnaissances offrira aux membres tout appui administratif, consignes et matériel requis à cet exercice.

Une fois le comité formé, les membres recevront une invitation dans leur calendrier en ce qui a trait à la réunion du comité de sélection, prévue à la fin septembre 2019.

Veuillez transmettre le nom de la personne qui représentera votre direction générale à Prix et reconnaissances d'ici le 12 juillet 2019.

Pour de plus amples informations, veuillez communiquer avec Nathalie Ferreira (Nathalie.Ferreira@canada.ca).

Merci de votre appui et de votre collaboration continus.

Rose Kattackal
DG, Ressources humaines et milieu de travail
Services partagés Canada / Gouvernement du Canada
rose.kattackal@canada.ca / 819-956-7101

Dear colleagues,

In preparation for the SSC Awards of Excellence (AoE) that will take place in January, 2020, we are seeking a Director General from each Branch to form the AoE Selection Committee.

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Rose Kattackal
DG, Human Resources and Workplace
Shared Services Canada / Government of Canada
rose.kattackal@canada.ca / 819-956-7101

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Ngamije-Gaga, Axel (SSC/SPC)

From: Lojk, Begonia (SSC/SPC)
Sent: September-18-19 2:31 PM
To: St-Louis, Mona (SSC/SPC)
Cc: Mitchell, Jessica (SSC/SPC)
Subject: Re: Awards

Let her know oll be at the meeting. Please tell her my response is coming. I did not realize there was a deadline.

Begonia
613 513 5631

-------- Original message --------
From: "St-Louis, Mona (SSC/SPC)" <mona.st-louis@canada.ca>
Date: 2019-09-18 11:24 AM (GMT-05:00)
To: "Lojk, Begonia (SSC/SPC)" <begonia.lojk@canada.ca>
Cc: "Mitchell, Jessica (SSC/SPC)" <jessica.mitchell@canada.ca>
Subject: FW: Awards

Begonia,
The Awards group is awaiting your response. See attached email – was due on Sept.13.2019.
They require a response by cob today.
Also, please advise Jessica if you will be participating at meeting on Friday.
Thanks
Mona

Mona St. Louis

Business Issues Manager, Office of Audit and Evaluation
Shared Services Canada / Government of Canada
Mona.st-louis@canada.ca / Tel: 613-941-1796

Gestionnaires des enjeux d'affaires, Bureau de la verification et d'évaluation
Services partagés du Canada / Gouvernement du Canada
Mona.st-louis@canada.ca / Tél: 613-941-1796

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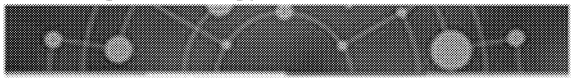

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From: Mitchell, Jessica (SSC/SPC)
Sent: September 18, 2019 11:10 AM
To: St-Louis, Mona (SSC/SPC) <mona.st-louis@canada.ca>
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Subject: RE: Awards
Importance: High

Good day Mona

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Language Training, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

From: St-Louis, Mona (SSC/SPC) <mona.st-louis@canada.ca>
Sent: September 18, 2019 10:51 AM
To: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Subject: Awards
Importance: High

Hi Jessica,
Sorry I missed your call, I stepped away from my desk for 2 minutes and of course it is when you called.
It appears that Begonia has not yet responded therefore can you resend me the email and I will ensure she provides a response.
Regards
mona

Mona St. Louis

Business Issues Manager, Office of Audit and Evaluation
Shared Services Canada / Government of Canada
Mona.st-louis@canada.ca / Tel: 613-941-1796

Gestionnaires des enjeux d'affaires, Bureau de la verification et d'évaluation
Services partagés du Canada / Gouvernement du Canada
Mona.st-louis@canada.ca / Tél: 613-941-1796

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Ngamije-Gaga, Axel (SSC/SPC)

From: Mitchell, Jessica (SSC/SPC)
Sent: August-15-19 9:19 AM
To: Rhoades, Lisa (SSC/SPC)
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: RE: DG selection Committee Binder

Perfect thank you, the e-mail will be sent shortly.

Kind regards,

Jessica Mitchell

Formation linguistique, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569

Language Training, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

From: Rhoades, Lisa (SSC/SPC)
Sent: August 15, 2019 9:15 AM
To: Mitchell, Jessica (SSC/SPC)
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Re: DG selection Committee Binder

Thanks, I'll do everything electronically!

Lisa Rhoades

-------- Original message --------
From: "Mitchell, Jessica (SSC/SPC)" <jessica.mitchell@canada.ca>
Date: 2019-08-15 9:04 AM (GMT-05:00)
To: "Rhoades, Lisa (SSC/SPC)" <lisa.rhoades@canada.ca>
Cc: "Awards and Recognition / Prix et reconnaissance (SSC/SPC)" <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Subject: RE: DG selection Committee Binder

Good day,

Thank you for your e-mail. We will also send an e-mail today with the information and links to the nominations and assessment grid. We prepared binders for all DG's, they will be useful for the meeting on September 20th. Please advise if you want us to bring it to you today, if not, we could give it to you on September 20th.

Kind regards,

Jessica Mitchell

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From: Rhoades, Lisa (SSC/SPC) <lisa.rhoades@canada.ca>
Sent: August 15, 2019 9:00 AM
To: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Subject: Re: DG selection Committee Binder

Hi Jessica

My preference is to review electronically.

Lisa Rhoades

-------- Original message --------
From: "Mitchell, Jessica (SSC/SPC)" <jessica.mitchell@canada.ca>
Date: 2019-08-15 8:53 AM (GMT-05:00)
To: "Rhoades, Lisa (SSC/SPC)" <lisa.rhoades@canada.ca>
Subject: DG selection Committee Binder

Good Morning,

We will be distributing the binders with the nominations for the DG Selection Committee's review. Could you please confirm your address and location as well as a contact person for when we arrive, we should be there around 1:30.

Kind regards,

Jessica Mitchell

Formation linguistique, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569

Language Training, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

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Ngamije-Gaga, Axel (SSC/SPC)

From: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: September-25-19 9:27 AM
To: Rhoades, Lisa (SSC/SPC); Daniels, Don (SSC/SPC); Pelletier, Pierre (SSC/SPC); McKay, Mary (SSC/SPC); Beaton, Alan (SSC/SPC); Côté2, Alain (SSC/SPC); Caron, Stéphane (SSC/SPC); Archibald, Shannon (SSC/SPC); Lojk, Begonia (SSC/SPC); Ulitsky, Victor (SSC/SPC); Westerman, Jessica (SSC/SPC)
Cc: Mitchell, Jessica (SSC/SPC); Ferreira, Nathalie (SSC/SPC); Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: RE: Prix d'excellence 2019 - documents pour la révision des mises en candidatures / Awards of Excellence 2019 - Nominations Review Documents

English message follows

Bonjour,

Veuillez trouver la grille d'évaluation révisée comme discuté lors de notre dernière rencontre.

Nous avons apporté les modifications suivantes à la grille d'évaluation :

- Ajout d'une colonne pour identifier les gagnants antérieurs
- Ajout des colonnes suivantes dans le tableau de Leadership : groupe et niveau des employés, ainsi que les noms des proposants avec leur groupe et niveau.
- Nous avons recouvert en gris les seuils proposés (à discuter) :
    - En coulisse : %70
    - Collaboration : %60
    - Créativité et innovation : %60
    - Leadership : à confirmer
    - Excellence du service : %70
    - Bien-être en milieu de travail : %60

Comme convenu lors de notre dernière réunion, veuillez faire l'évaluation des deux candidatures dans la catégorie Le Prix du président pour une carrière remarquable, et choisissez un récipiendaire. La mise en candidature qui aura le plus de votes sera proposée aux SMA. Voici le lien : https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=50639025. Vous avez également les mises en candidature dans votre cartable.

Lors de notre prochaine réunion, nous allons :

- Réviser les candidatures qui dépassent le seuil (identifié en blanc) et sélectionnez les candidats.
- Revoir les noms en dessous des seuils (identifiés en gris) et parvenir à un consensus, à savoir si les mises en candidatures doivent être évaluées strictement par rapport à ce qui est écrit, ou non.
    - Si vous estimez que certains des employés ou des équipes en dessous des seuils méritent un prix d'excellence, veuillez fournir une clarification.
- Une décision sera prise basée sur la majorité des votes.

Veuillez garder à l'esprit que la sélection des récipiendaires des Prix d'excellence de SPC devrait reposer avant tout sur les employés dont la contribution et les efforts ont été exemplaires, et ont dépassé la portée de leur travail, contribuant ainsi aux priorités et aux réalisations et aux objectifs de SPC et/ou du gouvernement du Canada.

Merci encore une fois pour votre soutien et votre collaboration.

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We made the following amendments to the grid:

- Added a column to identify past recipients in the sheet
- Added the following columns in the leadership table : employees group and level, as well as the nominators' names, groups and levels
- Grayed out the proposed thresholds (for further discussion):
    - Behind the Scenes : 70%
    - Collaboration : 60%
    - Creativity and Innovation : 60%
    - Leadership : to be confirmed
    - Service Excellence : 70%
    - Workplace Well-being : 60%

As agreed upon at our last meeting, please review the two nominations in the President's Outstanding Career Contribution category and select one recipient. The nomination with the most votes will be proposed to the ADM's. Here is the link : https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=50639025. You also have the nominations in your binder.

At our next meeting we will :

- Go through the nominations that are above the threshold (identified in white) and select candidates
- Review names below the thresholds (identified in gray) and come to a final consensus on whether or not evaluations should be evaluated strictly against what is written.
    - Should you feel that some of the employees or teams below the thresholds deserve an Award of Excellence, please provide clarification.
- Decision will be taken based on the majority of the votes.

Please keep in mind that the selection of recipients for SSC Awards of Excellence should be based first and foremost on employees whose contribution and efforts have been exemplary and exceeded the scope of their work, in contribution to the priorities and achievement of SSC and/or Government of Canada's objectives.

Thank you again for your support and collaboration,

Nathalie Ferreira
Director, Learning & Development, Performance Management, Awards and Recognition,
Corporate Services Branch
Shared Services Canada / Government of Canada
Nathalie.Ferreira@canada.ca / Cel : 613-415-6947

From: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: August 15, 2019 11:10 AM
To: Rhoades, Lisa (SSC/SPC) <lisa.rhoades@canada.ca>; Daniels, Don (SSC/SPC) <don.daniels@canada.ca>; Pelletier, Pierre (SSC/SPC) <pierre.pelletier@canada.ca>; McKay, Mary (SSC/SPC) <mary.mckay@canada.ca>; Côté2, Alain (SSC/SPC) <alain.cote2@canada.ca>; Caron, Stéphane (SSC/SPC) <stephane.caron@canada.ca>; Archibald, Shannon (SSC/SPC) <shannon.archibald@canada.ca>; Lojk, Begonia (SSC/SPC) <begonia.lojk@canada.ca>; Ulitsky, Victor (SSC/SPC) <victor.ulitsky@canada.ca>; Westerman, Jessica (SSC/SPC) <jessica.westerman@canada.ca>
Cc: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>; Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Subject: Prix d'excellence 2019 - documents pour la révision des mises en candidatures / Awards of Excellence 2019 - Nominations Review Documents

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Compte tenu du nombre de soumissions reçues, et pour faciliter l'exercice à tous, nous avons réparti les candidatures parmi les membres du comité de sélection. Vous aurez donc 32 ou 33 nominations chacun à évaluer. Nous vous prions d'indiquer vos résultats dans la grille d'évaluation ci-dessous. Chaque candidature doit être évaluée en fonction des critères de la catégorie dans laquelle elle a été soumise.

Si vos adjoints administratifs ont besoin d'accéder à ces documents, veuillez fournir leurs noms à Prix et Reconnaissance. Toutes les grilles d'évaluation doivent être renvoyées à Prix et Reconnaissance avant le **mercredi 11 septembre 2019**.

Le comité de sélection se réunira le 20 septembre, 2019 pour discuter des résultats et recommander les récipiendaires de cette année. Ces résultats seront ensuite examinés par le comité des SMA en octobre 2019.

Conseils et astuces d'évaluation

- Fixez-vous un objectif de 15 nominations à évaluer par semaine. Réservez-vous une ou deux heures par semaine pour les évaluations.
- Définitions et critères : ayez une copie imprimée des définitions de catégories et des critères d'évaluation devant vous pour faciliter votre évaluation.
- Demandez l'aide d'un collègue (doit être au niveau EX): si vous pensez que vous ne pourrez pas terminer les évaluations avant le **mercredi 11 septembre 2019**.

Lien à la grille d'évaluation / votre liste de mises en candidatures à évaluer :
https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/54931060

Liens aux mises en candidatures :
Professionnel de l'administration : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50632552
En coulisse : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50744948
Collaboration : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50676808
Créativité et innovation : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50638991
Leadership: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50673356
Le Prix du président pour une carrière remarquable : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50639025
Excellence du service : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50633822
Bien-être en milieu de travail : https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50739746

Pour de plus amples informations, veuillez communiquer avec Jessica Mitchell (jessica.mitchell@canada.ca).

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We would like to thank each of you for joining the 2019 SSC Awards of Excellence Selection Committee. The nomination period is closed and we are now ready to conduct the evaluation of the nominations.

Given the number of submissions received, and to facilitate the exercise for all, we have distributed the applications amongst the members of the selection committee. You will have 32 or 33 nominations each to evaluate. Please indicate your results in the evaluation grid below. Each application must be evaluated according to the criteria for the category in which it was submitted.

Should your Administrative Assistants require access to these documents, please provide their names to Awards and Recognition. All assessment grids are due back to Awards and Recognition by **Wednesday, September 11, 2019**.

The Selection Committee will then meet on September 20 2019, to discuss the results and recommend this year's recipients. These results will then be reviewed with the ADM Committee in October 2019.

Assessment Tips and Tricks

- Set yourself a goal to evaluate 15 nominations per week. Set aside a couple hours each week for evaluations.
- Definitions and criteria: Have a printed copy of the category definitions and assessment criteria in front of you to facilitate your evaluation.
- Seek the help of others within your branch (must be an EX-level): If you feel you will not be able to complete the assessments by Wednesday, September 11, 2019.

Link to assessment grid / your list of nominations to assess: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/54931060

Links to nominations:

Administrative professional: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50632552
Behind the Scenes: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50744948
Collaboration: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50676808
Creativity and innovation: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50638991
Leadership: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50673356
President's Outstanding Career contribution: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50639025
Service excellence: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50633822
Workplace well-being: https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/50739746

Do not hesitate to contact Jessica Mitchell (Jessica.mitchell@canada.ca), for all questions

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Ngamije-Gaga, Axel (SSC/SPC)

From: Mitchell, Jessica (SSC/SPC)
Sent: August-26-19 11:52 AM
To: Demers, Josianne (SSC/SPC)
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: RE: Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

Bonjour,

C'est fait!

Merci,
Jessica

From: Demers, Josianne (SSC/SPC)
Sent: August 26, 2019 11:48 AM
To: Mitchell, Jessica (SSC/SPC)
Subject: RE: Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

Merci beaucoup pour votre réponse rapide. On a trouvé le courriel oui merci du rappel. Est-ce possible de me donner accès au lien gcdocs afin que je puisse aider Pierre dans sa préparation et lui imprimer les documents ?

Merci encore,
Josianne

From: Mitchell, Jessica (SSC/SPC)
Sent: August 26, 2019 11:19 AM
To: Demers, Josianne (SSC/SPC) <josianne.demers@canada.ca>
Subject: RE: Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

Bonjour Josianne,

Merci pour votre courriel. Avez-vous reçu le courriel ci-joint?

Nous demandons de recevoir la grille d'évaluation d'ici le mercredi 11 septembre.
Voici le lien vers les définitions de catégories et des critères d'évaluation. Notez que les critères de sélection de chaque catégorie sont mentionnés au début du document papier dans le cartable ou au début du document électronique (page 3). La définition du pointage se trouve aussi au début de chaque catégorie dans le cartable et dans le document électronique (page 2).

Excellent (3)	Good (2)	Satisfactory (1)	Fair/Poor (0)
The criteria represent important or advance results in the category. Major issues/ criteria were addressed; answers were appropriate, complete and accurate. Project/individual demonstrated a	The criteria represent a useful or promoted understanding of the result in the category. Most of the major issues/criteria were addressed; no major deficiencies exist in the areas addressed. Nomination	The criteria appear to have some value of the result in the category. Some of the major and minor issues/criteria were addressed; some deficiencies exist in the areas assessed, but none in an area of major concern.	The criteria appear to be geared towards a result in the category. Few or no issues/criteria were addressed, some major deficiencies, some unclear answers. No significant evidence of in depth knowledge of concepts or abilities in

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s.19(1)

Jessica Mitchell

Prix et reconnaissance, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569

Awards and Recognition, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

From: Demers, Josianne (SSC/SPC) <josianne.demers@canada.ca>
Sent: August 26, 2019 10:23 AM
To: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Subject: RE: Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

Salut Jessica,

Pierre Pelletier est de retour [redacted] ce matin et nous avons quelques questions concernant la revue des nominations. Quelle est la date de remise ? Est-ce qu'il doit vous remettre ses commentaires avant le 20 septembre ? Il aimerait également savoir quels genre de commentaires vous recherchez ? Il doit guider sa revue sur quoi ?

Merci beaucoup,
Josianne

Josianne Demers
Executive Assistant | Adjointe Exécutive
Modernization Project Planning | Planification des projets de modernisation
Shared Services Canada | Services partagés Canada
josianne.demers@canada.ca
Tel. | Tél. : 343-998-5738
Government of Canada | Gouvernement du Canada

On Aug 2, 2019, at 10:08 AM, Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca> wrote:

> English message follows
>
> Bonjour,
>
> L'exercice d'évaluation des nominations des Prix d'excellence de SPC 2019 aura lieu le 20 septembre 2019. En tant que membre du comité de sélection, nous vous prions de nous aviser le plus tôt possible, en répondant à cette invitation, si vous n'êtes pas disponibles à cette date.
>
> En vue de cet exercice, vous recevrez un message et un cartable avec toutes les nominations la semaine du 12 août 2019, afin de vous préparer à l'avance à l'évaluation en groupe.

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Good day,

The 2019 SSC Awards of Excellence evaluation exercise will take place on September 20, 2019. As a member of the selection committee, we ask you to notify us as soon as possible, by responding to this invitation, if you are not available on this date.

To prepare for the group assessment, you will receive a message and a binder with all nominations the week of August 12, 2019.

The results of this exercise will then be presented to the SADM's selection committee at the beginning of October 2019. The appointments selected by the SADM's will finally be submitted to the President and the Executive Vice-President for final approval.

Thank you for your collaboration,

Jessica Mitchell

Prix et reconnaissance, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca<mailto:Jessica.mitchell@canada.ca> / Tél. : 613-762-9569

Awards and Recognition, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca<mailto:Jessica.mitchell@canada.ca> / Tel: 613-762-9569

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s.19(1)

Ngamije-Gaga, Axel (SSC/SPC)

From: Levesque, Simon (SSC/SPC)
Sent: August-05-19 7:11 AM
To: Mitchell, Jessica (SSC/SPC); Nadeau, Patrice (SSC/SPC); Bilodeau, Nicole (SSC/SPC)
Subject: Re: Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

Thx a lot to let me know.

I am adding Patrice ASDM as I was identified to represent the branch and I assume a new representative will need to be identified.

Simon Levesque
DG Innovation and Modernization Initiatives (IMI), Network, Security and Digital Services
Shared Services Canada / Government of Canada
Simon.Levesque@Canada.ca / Tel: 613-670-1797
***Anonymous quote: "Respond, do not React"
"I"
Simon Levesque
DG Secteur des initiatives d'innovation et de modernisation (IIM), Réseaux, Sécurité et Services Numérique
Services partagés Canada / Gouvernement du Canada
Simon.Levesque@Canada.ca / Tél: 613-670-1797

On Aug 2, 2019, at 1:57 PM, Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca> wrote:

> Bonjour M. Levesque,
>
> We cannot move the date to the following week, we have to meet the week of September 16th at the latest to allow enough time to prepare the information for our meeting with the ADM's in early October. My sincere apologies for the inconvenience.
>
> I can communicate with the NSDS issues manager to identify a replacement.
>
> Do not hesitate to contact me should you require additional information.
>
> Sincerely,
>
> ***Jessica Mitchell***
>
> Prix et reconnaissance, Direction générale des services ministériels
> Services partagés Canada / Gouvernement du Canada
> Jessica.mitchell@canada.ca / Tél. : 613-762-9569
>
> Awards and Recognition, Corporate Services Branch
> Shared Services Canada / Government of Canada
> Jessica.mitchell@canada.ca / Tel: 613-762-9569
>
> ---
>
> **From:** Levesque, Simon (SSC/SPC) <simon.levesque@canada.ca>
> **Sent:** August 2, 2019 12:55 PM
> **To:** Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>

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Simon Levesque
DG Innovation and Modernization Initiatives (IMI), Network, Security and Digital Services
Shared Services Canada / Government of Canada
Simon.Levesque@Canada.ca / Tel: 613-670-1797
***Anonymous quote: "Respond, do not React"
"I"
Simon Levesque
DG Secteur des initiatives d'innovation et de modernisation (IIM), Réseaux, Sécurité et Services Numérique
Services partagés Canada / Gouvernement du Canada
Simon.Levesque@Canada.ca / Tél: 613-670-1797

On Aug 2, 2019, at 10:08 AM, Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca> wrote:

English message follows

Bonjour,

L'exercice d'évaluation des nominations des Prix d'excellence de SPC 2019 aura lieu le 20 septembre 2019. En tant que membre du comité de sélection, nous vous prions de nous aviser le plus tôt possible, en répondant à cette invitation, si vous n'êtes pas disponibles à cette date.

En vue de cet exercice, vous recevrez un message et un cartable avec toutes les nominations la semaine du 12 août 2019, afin de vous préparer à l'avance à l'évaluation en groupe.

Les résultats de cet exercice seront par la suite présentés au comité de sélection des SMAs qui aura lieu au début octobre 2019. Les nominations retenues par les SMAs seront enfin soumises au Président et à la première vice-présidente pour approbation finale.

Merci de votre collaboration,

Good day,

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The results of this exercise will then be presented to the SADM's selection committee at the beginning of October 2019. The appointments selected by the SADM's will finally be submitted to the President and the Executive Vice-President for final approval.

Thank you for your collaboration,

Jessica Mitchell

Prix et reconnaissance, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca<mailto:Jessica.mitchell@canada.ca> / Tél. : 613-762-9569

Awards and Recognition, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca<mailto:Jessica.mitchell@canada.ca> / Tel: 613-762-9569

<meeting.ics>

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Ngamije-Gaga, Axel (SSC/SPC)

From: Ferreira, Nathalie (SSC/SPC)
Sent: September-25-19 11:41 AM
To: Archibald, Shannon (SSC/SPC); Caron, Stéphane (SSC/SPC); Lojk, Begonia (SSC/SPC); Pelletier, Pierre (SSC/SPC); Malenfant, Karine (SSC/SPC); Mitchell, Jessica (SSC/SPC); Rhoades, Lisa (SSC/SPC); Westerman, Jessica (SSC/SPC); Daniels, Don (SSC/SPC); Blais2, Manon (SSC/SPC); Awards and Recognition / Prix et reconnaissance (SSC/SPC); Côté2, Alain (SSC/SPC); McKay, Mary (SSC/SPC); Ulitsky, Victor (SSC/SPC)
Cc: Mitchell, Jessica (SSC/SPC); Malenfant, Karine (SSC/SPC); Blais2, Manon (SSC/SPC)
Subject: RE: Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

Good morning,

We want to thank you once again, for your commitment and ongoing support in ensuring the successful turn out of this important event. We know you are extremely busy, and so, we will try to accommodate the best we can. This said, time is critical for us, as we have important review/approval steps to take on our end, prior to meeting the ADMs for their review and assessment exercise, mid-October. We have checked your availabilities and it is proving to be an impossible task to gather all of you at alternate dates.

The best we can do at this stage is to keep the meeting this Friday (27 Sep 2019), and book a second and final meeting on Friday, 04 October, 2019, for those who absolutely cannot attend this Friday. An invite will be sent shortly.

Please understand that we need your general consensus (as you are your Branch representatives) on what nominations are put forth. ADMs will want confirmation that all Branches have participated in the selection. As such, we would kindly request maximum attendance this Friday, to ensure the successful completion of this step.

Thank you for your understanding and collaboration.

Nathalie Ferreira

Directrice, apprentissage et perfectionnement, gestion du rendement, prix et reconnaissance,
Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Nathalie.Ferreira@canada.ca / Tél. Cell. : 613-415-6947

Director, Learning & Development, Performance Management, Awards and Recognition,
Corporate Services Branch
Shared Services Canada / Government of Canada
Nathalie.Ferreira@canada.ca / Cel : 613-415-6947

From: Archibald, Shannon (SSC/SPC)
Sent: September 25, 2019 9:10 AM
To: Caron, Stéphane (SSC/SPC) ; Lojk, Begonia (SSC/SPC) ; Pelletier, Pierre (SSC/SPC) ; Malenfant, Karine (SSC/SPC) ; Mitchell, Jessica (SSC/SPC) ; Rhoades, Lisa (SSC/SPC) ; Ferreira, Nathalie (SSC/SPC) ; Westerman, Jessica (SSC/SPC) ; Daniels, Don (SSC/SPC) ; Blais2, Manon (SSC/SPC) ; Awards and Recognition / Prix et reconnaissance (SSC/SPC) ; Côté2, Alain (SSC/SPC) ; McKay, Mary (SSC/SPC) ; Ulitsky, Victor (SSC/SPC)
Subject: Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

Hi all
Thank you for the session last week, this is an important recognition event and I appreciate the work that goes

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Karine (SSC/SPC), Mitchell, Jessica (SSC/SPC), Rhoades, Lisa (SSC/SPC), Ferreira, Nathalie (SSC/SPC), Westerman, Jessica (SSC/SPC), Daniels, Don (SSC/SPC), Blais2, Manon (SSC/SPC), Awards and Recognition / Prix et reconnaissance (SSC/SPC), Côté2, Alain (SSC/SPC), McKay, Mary (SSC/SPC), Ulitsky, Victor (SSC/SPC)

Shannon Archibald

Chief Information & Chief Security Officer/ Dirigeante principale de l'information et de sécurité

Shared Services Canada/ Services partagés Canada

Government of Canada / Gouvernement du Canada

Shannon.Archibald@canada.ca / Tel : 613-889-6649

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Ngamije-Gaga, Axel (SSC/SPC)

From: SSC CONF Ott-99 Metcalfe-4-069 CONF SPC
Sent: August-02-19 10:08 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Tentative:Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

Your request was received and is pending approval.

Sent by Microsoft Exchange Server 2013

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Ngamije-Gaga, Axel (SSC/SPC)

From: Wakim, Yolla (SSC/SPC) on behalf of Daniels, Don (SSC/SPC)
Sent: August-09-19 12:11 PM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: Tentative: Prix d'excellence comité de sélection de DG / Awards of Excellence DG Selection Committee

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Présidence - SPC
NOV 22 2019
Bureau du président - SPC

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Docket ID / Numéro du dossier : 17845 — Classification : UNCLASSIFIED

☐ Information ☒ Decision / Décision ☐ Signature

☐ Minister / Ministre ☒ President and Executive Vice-President / Président et Première vice-présidente

Subject / Objet : Shared Services Canada Awards of Excellence Ceremony 2019

Due Date / Date d'échéance : November 15, 2019

Proactive Disclosure for Briefing Notes / Divulgation proactive pour notes d'informations

This section is mandatory for all briefing notes addressed to the Minister, President or Executive Vice-President.
Cette section est obligatoire pour toutes notes d'informations adressées au Ministre, au Président ou à la Première vice-présidente.

Translated subject / Objet traduit: Prix d'excellence 2019 de Services partagés Canada

Subject disclosure / Divulgation de l'objet : Can the briefing note's subject be released to the public in its entirety? / L'objet de la note d'information peut-il être rendu public dans son intégralité? Yes / Oui ☒ No / Non ☐

Lead / Responsable		Date	Comments / Remarques
President / Président : Paul Glover	■		
Executive Vice-President / Première vice-présidente : Sarah Paquet	☐	NOV 28 2019	signed by SP
Chief of Staff / Chef de cabinet : Adrianna McGillivray	☐	Nov 27/19	
Quality Control by Briefing and Correspondence Unit / Révisé par l'Unité de brefiage et de correspondance : Jennifer Fung	☑	NOV 22 2019	MPED : QC
SSC 3.0 / SPC 3.0: Anne Lamar	☐		
Senior ADM, Corporate Services (CS) / SMA principal, Services ministériels (SM) : Stéphane Cousineau	■	NOV 14 2019 NOV 06 2019	
Senior ADM and Chief Financial Officer (CFO) / SMA principal et dirigeant principal des finances (DPF) : Denis Bombardier	☐	18/11/2019	
Senior ADM, Service Delivery and Management (SDM) / SMA principal, Prestation et gestion des services (PGS) : Greg McKay	☐		
A/Associate ADM, Client Executive (CE) / SMA délégué p.i., Responsable des relations avec les clients (RRC) : José Gendron	☐		
Senior ADM, Project Management and Delivery (PMD) / SMA principal, Gestion et exécution des projets (GSP) : Louis-Paul Normand	☐		
Senior ADM, Networks, Security and Digital Services (NSDS) / SMA principal, Réseaux, sécurité et services numériques (RSSN) : Raj Thuppal	☐		
A/Associate ADM, Networks, Security and Digital Services (NSDS) / SMA délégué p.i.,Réseaux, sécurité et services numériques (RSSN) : Patrice Nadeau	☐		
Chief Technology Officer (CTO) / Dirigeant principal de la technologie (DPT) Luc Gagnon	☐		
ADM, Data Centre Services (DCS) / SMA, Services des centres de données (SCD) : Ken Canam	☐		
Director General, Strategy (STRATEGY) / Directrice générale, Stratégie (STRATÉGIE) : Mary McKay	☐		
A/Chief Audit and Evaluation Executive (CAEE) / Dirigeante principale de la vérification et de l'évaluation p.i. (DPVE) : Begonia Lojk	☐		
Director General / Directeur général : Acting Director General Amanda Langley		October 31, 2019	E-approval
Director / Directeur : Connie Rivet C. Rivet		2019.11.14	
Procurement / Approvisionnement :			
Communications / Communications : Nicoline Frate			
Comptroller / Contrôleur : Jessica Westerman		17/11/2019	
Legal Services / Services juridiques :			
Manager / Gestionnaire :			
Originator / Préparé par :			

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s.19(1)

Ngamije-Gaga, Axel (SSC/SPC)

From: [redacted]
Subject: Shared Services Canada Awards of Excellence 2019 / Prix d'excellence 2019 de Services partagés Canada

[cid:image001.jpg@01D48719.BC4C34B0]

La version française suit la version anglaise

Mr. Paul Glover and Ms. Sarah Paquet,

President and Executive Vice-President of Shared Services Canada are pleased to invite you to the presentation of

Shared Services Canada
Awards of Excellence 2019

R.S.V.P.<mailto:SSC.RSVP-RSVP.SPC@CANADA.CA> before January 10 Attendance by invitation only

If you have special needs and/or require accommodations, please advise Awards and Recognition team.<mailto:SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>

Thursday, January 23, 2020
1:00 p.m. to 4:00 p.m.
Victoria Hall
111 Sussex Drive
Ottawa, Ontario

Registration between
noon and 1:00 p.m.

Refreshment will be served.

Business attire

M. Paul Glover et Mme Sarah Paquet,

Président et Première vice-présidente de Services partagés Canada sont heureux de vous inviter à la présentation des

Prix d'excellence 2019
de Services partagés Canada

R.S.V.P.<mailto:SSC.RSVP-RSVP.SPC@CANADA.CA> avant le 10 janvier Présence sur invitation seulement

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Ottawa (Ontario)

Accueil de 12 h à 13 h

Une collation sera servie.

Tenue de ville

[cid:image007.jpg@01D4871C.336750F0]

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Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: January-23-20 7:34 AM
To: Dunne, Brendan (SSC/SPC); RSVP/RSVP (SSC/SPC)
Cc: Dalgleish, Josée (SSC/SPC)
Subject: RE: Shared Services Canada Awards of Excellence 2019 - Prix d'excellence 2019 de Services partagés Canada

Good day,

Mr Blanchard will go on stage the first part of the event (I would say between 1 and 1:30). Louise chénier will go on stage at the end of the event (between 3:00 and 3:30).

Thank you kindly,
Jessica Mitchell

From: Dalgleish, Josée (SSC/SPC) **On Behalf Of** Dunne, Brendan (SSC/SPC)
Sent: January 22, 2020 9:25 PM
To: RSVP/RSVP (SSC/SPC)
Cc: Dalgleish, Josée (SSC/SPC)
Subject: RE: Shared Services Canada Awards of Excellence 2019 - Prix d'excellence 2019 de Services partagés Canada

Hello,

Brendan Dunne (SDM-DG,PIO) has asked me to reach out to you to see if it would it be possible to receive an approx. timeframe for when the employees will receive their awards?
He has nominated an SSC employee (Stephane Blanchard) and has another employee (Louise Chenier) being recognized. He will miss the first hour of the event due to a conflict that cannot be moved (Steve Robertson will attend on his behalf for that time) but he does not want to miss the moment when they receive their awards.

If possible, please advise.

Thank you/Merci,
Josée Dalgleish on behalf of/de la part de
Brendan Dunne
Directeur général, Opérations de l'infrastructure des services de police
Direction générale de la Prestation et gestion des services
Services partagés Canada / Gouvernement du Canada
Brendan.Dunne@Canada.ca / Tél : 613 993 1794 | cell : 613 818 6528

Director General, Policing Infrastructure Operations
Service Delivery and Management Branch
Shared Services Canada / Government of Canada
Brendan.Dunne@Canada.ca / tel : 613 993 1794 | cell : 613 818 6528

Adjointe exécutive | Executive Assistant:
Meghan Crosby meghan.crosby@canada.ca | 613 949 3014

-----Original Appointment-----
From: RSVP/RSVP (SSC/SPC) <SSC.rsvp-rsvp.SPC@canada.ca>
Sent: December 13, 2019 3:33 PM
To: RSVP/RSVP (SSC/SPC); Messier, Donald (SSC/SPC); Beaton, Alan (SSC/SPC); Manara, Alan (SSC/SPC); Sinclair, Alastair

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Hof, Yana (SSC/SPC); Desforges, Joel (SSC/SPC); Heide, Joseph (SSC/SPC); Filion2, Luc (SSC/SPC); Gijon, Lucie (SSC/SPC); Maxwell, Rob (SSC/SPC); mark.azzi@international.gc.ca; Laframboise, Kristopher (SSC/SPC); Francoeur, Mario (SSC/SPC); stephane.menard@ssc-spc.gc.ca; Shaun Gagne (SSC-SPC); Nadeau2, Stéphan (SSC/SPC)
Subject: Shared Services Canada Awards of Excellence 2019 - Prix d'excellence 2019 de Services partagés Canada
When: January 23, 2020 12:00 PM-4:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: Victoria Hall, 111 Sussex drive, Ottawa

La version française suit la version anglaise

Mr. Paul Glover and Ms. Sarah Paquet,

President and Executive Vice-President of Shared Services Canada are pleased to invite you to the presentation of

Shared Services Canada
Awards of Excellence 2019

R.S.V.P. **before January 10**
Attendance by invitation only

If you have special needs and/or require accommodations, please advise Awards and Recognition team.

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M. Paul Glover et Mme Sarah Paquet,

Président et Première vice-présidente de Services partagés Canada sont heureux de vous inviter à la présentation des

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de Services partagés Canada

R.S.V.P. **avant le 10 janvier**
Présence sur invitation seulement

Si vous avez des besoins particuliers et/ou avez besoin d'adaptation, veuillez aviser l'équipe de Prix et reconnaissance.

Le jeudi 23 janvier 2020
13 h à 16 h
Salle Victoria
111, promenade Sussex,
Ottawa (Ontario)

Accueil de 12 h à 13 h

Une collation sera servie.

Tenue de ville

Shared Services Canada | Services partagés Canada | Canada

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: Fletcher, Katherine (SSC/SPC) on behalf of Canam, Ken (SSC/SPC)
Sent: January-20-20 11:59 AM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 // Prix d'excellence 2019 de Services partagés Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: Duckworth2, Korry (SSC/SPC) on behalf of Thuppal, Raj (SSC/SPC)
Sent: January-16-20 11:39 AM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 // Prix d'excellence 2019 de Services partagés Canada

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: Finamore, Jodie (SSC/SPC) on behalf of Bombardier, Denis (SSC/SPC)
Sent: January-07-20 3:43 PM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 // Prix d'excellence 2019 de Services partagés Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: Burant, Eric (SSC/SPC) on behalf of Lojk, Begonia (SSC/SPC)
Sent: December-12-19 9:40 AM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 // Prix d'excellence 2019 de Services partagés Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: Mckay, Réa (SSC/SPC)
Sent: December-11-19 8:10 AM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 // Prix d'excellence 2019 de Services partagés Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: Chiasson, Carole (SSC/SPC) on behalf of Paquet, Sarah (SSC/SPC)
Sent: December-06-19 2:59 PM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 // Prix d'excellence 2019 de Services partagés Canada

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: Robitaille, Chloe (SSC/SPC) on behalf of Cousineau, Stephane (SSC/SPC)
Sent: December-06-19 1:49 PM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 // Prix d'excellence 2019 de Services partagés Canada

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: Lepine, Andrew (SSC/SPC) on behalf of Gagnon, Luc (SSC/SPC)
Sent: December-06-19 1:48 PM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 // Prix d'excellence 2019 de Services partagés Canada

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: Glover, Paul (SSC/SPC)
Sent: December-06-19 1:42 PM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 // Prix d'excellence 2019 de Services partagés Canada

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: Frate, Nicolino (SSC/SPC)
Sent: December-06-19 1:37 PM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 // Prix d'excellence 2019 de Services partagés Canada

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: McKay, Mary (SSC/SPC)
Sent: December-06-19 1:26 PM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 // Prix d'excellence 2019 de Services partagés Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: Archambault, Roxane (SSC/SPC) on behalf of Lamar, Anne (SSC/SPC)
Sent: January-20-20 2:45 PM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 // Prix d'excellence 2019 de Services partagés Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: Munn, Stephanie (SSC/SPC) on behalf of Messier, Donald (SSC/SPC)
Sent: December-16-19 8:39 AM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 - Prix d'excellence 2019 de Services partagés Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: Clark2, James (SSC/SPC)
Sent: December-13-19 4:23 PM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 - Prix d'excellence 2019 de Services partagés Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: Gijon, Lucie (SSC/SPC) on behalf of Gendron, José (SSC/SPC)
Sent: December-13-19 4:01 PM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 - Prix d'excellence 2019 de Services partagés Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: Charron, Catherine Anne (SSC/SPC) on behalf of Nadeau, Patrice (SSC/SPC)
Sent: January-20-20 12:04 PM
To: RSVP/RSVP (SSC/SPC)
Subject: Accepted: Shared Services Canada Awards of Excellence 2019 - Prix d'excellence 2019 de Services partagés Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: January-13-20 3:01 PM
To: Ferland, Pierre (SSC/SPC)
Cc: Attwood, Stephanie (SSC/SPC)
Subject: FW: Shared Services Canada Awards of Excellence 2019

Importance: High

Bonjour monsieur Ferland,

L'équipe des prix et reconnaissance est heureuse de vous faire parvenir cette invitation. Je suis hésitante à vous l'envoyer via le calendrier car nous éprouvons quelques difficultés avec ce calendrier électronique présentement.

Merci pour votre compréhension !

Invitation.docx

Manon Blais
Coordonnatrice ministérielle / Departmental Coordinator
Ressources humaines et milieu de travail / Human Resources and Workplace
Services partagés Canada / Shared Services Canada
manon.blais2@canada.ca
Téléphone/Phone number : 613-407-6946

From: Attwood, Stephanie (SSC/SPC) <stephanie.attwood@canada.ca>
Sent: January 13, 2020 11:05 AM
To: RSVP/RSVP (SSC/SPC) <SSC.rsvp-rsvp.SPC@canada.ca>
Subject: Shared Services Canada Awards of Excellence 2019

Good morning,

Louis-Paul Normand will be out of the office until early February, is it possible to RSVP and send this invite to Pierre Ferland who will attend for PMDB?

Thank you,

Stephanie Attwood

Executive Assistant
Project Management and Delivery, Senior Assistant Deputy Minister's Office
Shared Services Canada

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SSC AWARDS of EXCELLENCE
PRIX D'EXCELLENCE de SPC

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Présence sur invitation seulement

Si vous avez des besoins particuliers et/ou avez besoin d'adaptation, veuillez aviser l'équipe de Prix et reconnaissance.

Le jeudi 23 janvier 2020
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Accueil de 12 h à 13 h

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Tenue de ville

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Ngamije-Gaga, Axel (SSC/SPC)

From: Monchery, Naïka (SSC/SPC)
Sent: January-10-20 2:47 PM
To: RSVP/RSVP (SSC/SPC)
Subject: RE: REMINDER: SSC Awards of Excellence 2019 // RAPPEL : Prix d'excellence 2019 de SPC

Bonjour Manon,

I wouldn't be the one attending my DG Mary McKay would be the one attending.

Bonne fin de semaine a toi aussi !

Naïka Monchery
A/Administrative Assistant, Office of the Director General, Strategy Branch
Shared Services Canada | Government of Canada
naika.monchery@canada.ca | 613-292-6026

Adjointe administrative par intérim, Bureau de la directrice générale, Direction générale de la stratégie
Services partagés Canada | Gouvernement du Canada
naika.monchery@canada.ca | 613-292-6026

From: RSVP/RSVP (SSC/SPC)
Sent: January 10, 2020 2:22 PM
To: Monchery, Naïka (SSC/SPC)
Subject: REMINDER: SSC Awards of Excellence 2019 // RAPPEL : Prix d'excellence 2019 de SPC
Importance: High

Hi Naika,

Can you attend the event? See details below.

Bonne fin de semaine!

Manon Blais
Coordonnatrice ministérielle / Departmental Coordinator
Ressources humaines et milieu de travail / Human Resources and Workplace
Services partagés Canada / Shared Services Canada
manon.blais2@canada.ca
Téléphone/Phone number : 613-407-6946

La version française suit la version anglaise

SSC Awards of Excellence 2019

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SSC AWARDS of EXCELLENCE
PRIX D'EXCELLENCE de SPC

Prix d'excellence 2019 de SPC

Bonjour,

En décembre dernier, nous vous avons fait parvenir une invitation pour la remise des Prix d'excellence 2019 de SPC qui aura lieu le 23 janvier 2020.

Veuillez nous confirmer votre présence en acceptant l'invitation initiale d'ici le 10 janvier 2020.

Au plaisir de vous voir bientôt.

L'équipe du Programme de reconnaissance de SPC

Ressources humaines et milieu de travail

Shared Services Canada | Services partagés Canada

Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: January-08-20 8:10 AM
To: Bombardier, Denis (SSC/SPC); Finamore, Jodie (SSC/SPC)
Subject: RE: REMINDER: SSC Awards of Excellence 2019 // RAPPEL : Prix d'excellence 2019 de SPC

Thank you!

Manon

From: Finamore, Jodie (SSC/SPC) **On Behalf Of** Bombardier, Denis (SSC/SPC)
Sent: January 7, 2020 3:48 PM
To: RSVP/RSVP (SSC/SPC)
Subject: RE: REMINDER: SSC Awards of Excellence 2019 // RAPPEL : Prix d'excellence 2019 de SPC

Good day,

This is to confirm that Mr. Denis Bombardier will be attending the Awards of Excellence on January 23.

Thank you,

Jodie Finamore

A/Executive Assistant
Senior Assistant Deputy Minister, Chief Financial Officer's Office
Chief Financial Officer Branch
Shared Services Canada / Government of Canada
jodie.finamore@canada.ca / Tel. : 613-990-1728 | Cell : 613-294-3701

Adjointe Exécutive/I
Bureau du sous-ministre adjoint principal, dirigeant principal des finances
Direction générale du dirigeant principal des finances
Services partagés Canada / Gouvernement du Canada
jodie.finamore@canada.ca / Tél. : 613-990-1728 | Cell: 613-294-3701

From: RSVP/RSVP (SSC/SPC)
Sent: January 6, 2020 10:14 AM
To: Beaton, Alan (SSC/SPC) <alan.beaton@canada.ca>; Manara, Alan (SSC/SPC) <alan.manara@canada.ca>; Sinclair, Alastair (SSC/SPC) <alastair.sinclair@canada.ca>; Parent7, Daniel (SSC/SPC) <daniel.parent7@canada.ca>; Alcock, Douglas (SSC/SPC) <douglas.alcock@canada.ca>; McKay2, Greg (SSC/SPC) <greg.mckay2@canada.ca>; Fitton, Jason (SSC/SPC) <jason.fitton@canada.ca>; Nalli, Jennifer (SSC/SPC) <jennifer.nalli@canada.ca>; Brunner, Kristin (SSC/SPC) <kristin.brunner@canada.ca>; Varin, Louis (SSC/SPC) <louis.varin@canada.ca>; Peladeau2, Marc (SSC/SPC) <marc.peladeau2@canada.ca>; McKay, Mary (SSC/SPC) <mary.mckay@canada.ca>; Scott2, Mélanie (SSC/SPC) <melanie.scott2@canada.ca>; Brazeau, Nathalie (SSC/SPC) <nathalie.brazeau@canada.ca>; Menechian, noubar (SSC/SPC) <noubar.menechian@canada.ca>; Boulé, Pat (SSC/SPC) <pat.boule@canada.ca>; Nadeau, Patrice (SSC/SPC) <patrice.nadeau@canada.ca>; Chartrand2, Rick (SSC/SPC) <rick.chartrand2@canada.ca>; 'Stephane.brais@canda.ca'; Durand, Steve (SSC/SPC) <steve.durand@canada.ca>; 'mark.azzi@international.gc.ca'; Laframboise, Kristopher (SSC/SPC) <kristopher.laframboise@canada.ca>; 'stephane.menard@ssc-spc.gc.ca'; Shaun Gagne (SSC-SPC) <shaun.gagne@ssc-spc.gc.ca>; Monchery, Naïka (SSC/SPC) <naika.monchery@canada.ca>; Herzog, Michael (SSC/SPC) <michael.herzog@canada.ca>; McClelland, Heather (SSC/SPC) <heather.mcclelland@canada.ca>; Terry Gill (SSC-SPC)

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<michael.driscoll@canada.ca>; Devries, Rick (SSC/SPC) <rick.devries@canada.ca>; Andrade, Roberto (SSC/SPC) <roberto.andrade@canada.ca>; Menard2, Stephane (SSC/SPC) <stephane.menard2@canada.ca>; Hamelin, Luc (SSC/SPC) <luc.hamelin@canada.ca>; Crago, Linda (SSC/SPC) <linda.crago@canada.ca>; Gaumond, Patrick (SSC/SPC) <patrick.gaumond@canada.ca>; Manara, Alan (SSC/SPC) <alan.manara@canada.ca>; Clifford Ivey (SSC-SPC) <clifford.ivey@ssc-spc.gc.ca>; Finn, Sean (SSC/SPC) <sean.finn@canada.ca>; Ellsworth, Vaden (SSC/SPC) <vaden.ellsworth@canada.ca>; 'stephan.nadeau@canada.ca'; Coté2, Dominic (SSC/SPC) <dominic.cote2@canada.ca>; Craig Shorten (SSC-SPC) <craig.shorten@ssc-spc.gc.ca>; Corbett, Sean (SSC/SPC) <sean.corbett@canada.ca>; 'shaun.gagné@canada.ca'; 'stéphane.menard@ssc-spc.gc.ca'; Radlo, Chris (SSC/SPC) <chris.radlo@canada.ca>; Blakeney, Susan (SSC/SPC) <susan.blakeney@canada.ca>; Bombardier, Denis (SSC/SPC) <denis.bombardier@canada.ca>; Thuppal, Raj (SSC/SPC) <raj.thuppal@canada.ca>; Normand, Louis-Paul (SSC/SPC) <louis-paul.normand@canada.ca>; McKay2, Greg (SSC/SPC) <greg.mckay2@canada.ca>; Nadeau, Patrice (SSC/SPC) <patrice.nadeau@canada.ca>; Desjardins, Anne (SSC/SPC) <anne.desjardins@canada.ca>; Clemence Estephan (SSC-SPC) <clemence.estephan@ssc-spc.gc.ca>
Cc: RSVP/RSVP (SSC/SPC) <SSC.rsvp-rsvp.SPC@canada.ca>
Subject: REMINDER: SSC Awards of Excellence 2019 // RAPPEL : Prix d'excellence 2019 de SPC

La version française suit la version anglaise

SSC Awards of Excellence 2019

Last December, we sent you an invitation for the 2019 Awards of Excellence ceremony, to be held on January 23, 2020.

Please confirm your attendance by accepting the initial invitation by January 10, 2020.

We look forward to seeing you soon.

SSC Awards and Recognition Team

Human Resources and Workplace

Prix d'excellence 2019 de SPC

Bonjour,

En décembre dernier, nous vous avons fait parvenir une invitation pour la remise des Prix d'excellence 2019 de SPC qui aura lieu le 23 janvier 2020.

Veuillez nous confirmer votre présence en acceptant l'invitation initiale d'ici le 10 janvier 2020.

Au plaisir de vous voir bientôt.

L'équipe du Programme de reconnaissance de SPC

Ressources humaines et milieu de travail

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: January-10-20 12:59 PM
To: Duong, Kalissa (SSC/SPC)
Subject: RE: RSVP - SSC Awards of Excellence 2019 - Greg McKay

Thank you Kalissa, I have added his name to the attendance list.

Kind regards,
Jessica

From: Duong, Kalissa (SSC/SPC)
Sent: January 9, 2020 10:52 AM
To: RSVP/RSVP (SSC/SPC)
Subject: RSVP - SSC Awards of Excellence 2019 - Greg McKay

Good morning,

Mr. Greg McKay will be attending the SSC Awards of Excellence 2019.

Thank you,

Kalissa Duong

Administrative Assistant, Senior Assistant Deputy Minister's Office
Service Delivery and Management Branch
Shared Services Canada | Government of Canada
kalissa.duong@canada.ca

Adjointe administrative, Bureau du sous-ministre adjoint principal
Direction générale de la prestation et gestion des services
Services partagés Canada | Gouvernement du Canada
kalissa.duong@canada.ca

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Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: January-20-20 2:45 PM
To: Charron, Catherine Anne (SSC/SPC); RSVP/RSVP (SSC/SPC)
Subject: RE: Shared Services Canada Awards of Excellence 2019 - Prix d'excellence 2019 de Services partagés Canada

Thank you we have noted his attendance.

Kind regards,
Jessica Mitchell

From: Charron, Catherine Anne (SSC/SPC)
Sent: January 20, 2020 12:03 PM
To: RSVP/RSVP (SSC/SPC)
Subject: Shared Services Canada Awards of Excellence 2019 - Prix d'excellence 2019 de Services partagés Canada

Good afternoon,
We accepted the meeting invite, but I wanted to confirm Patrice Nadeau's attendance again, just in case.

Thank you,

Catherine Anne Charron

A/ Issues Manager, Associate Assistant Deputy Minister's Office, Networks, Security and Digital Services
Shared Services Canada / Government of Canada
catherineanne.charron@canada.ca / Tel: 613-688-9265 / 343-549-6150

I/ Gestionnaire des enjeux , bureau du Sous-ministre adjoint délégué, Réseaux, sécurité et services numériques
Services partagés Canada / Gouvernement du Canada
catherineanne.charron@canada.ca / Tel: 613-688-9265 / 343-549-6150

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Ngamije-Gaga, Axel (SSC/SPC)

From: Manara, Alan (SSC/SPC)
Sent: January-17-20 12:42 PM
To: RSVP/RSVP (SSC/SPC)
Cc: Marasco, Giselle (SSC/SPC)
Subject: RE: Shared Services Canada Awards of Excellence 2019 - Prix d'excellence 2019 de Services partagés Canada

Hi
I will no longer be able to attend this meeting.

Alan Manara

Director General, Special Projects
Network, Security and Digital Services
Shared Services Canada | Government of Canada
Alan.Manara@canada.ca | Tel: 613-298-9277

Directeur général, Projets spéciaux
Réseaux, sécurité et services numériques
Services partagés Canada | Gouvernement du Canada
Alan.Manara@canada.ca | Tél. : 613-298-9277

-----Original Appointment-----
From: RSVP/RSVP (SSC/SPC)
Sent: December 13, 2019 3:33 PM
To: RSVP/RSVP (SSC/SPC); Messier, Donald (SSC/SPC); Beaton, Alan (SSC/SPC); Manara, Alan (SSC/SPC); Sinclair, Alastair (SSC/SPC); Schlievert, Alice (SSC/SPC); Jane, Amanda (SSC/SPC); Hebert, Andre (SSC/SPC); Maclean, Bethan (SSC/SPC); Dunne, Brendan (SSC/SPC); Cyr, Christina (SSC/SPC); Dault, Claude (SSC/SPC); Rivet, Connie (SSC/SPC); Miles, Cory (SSC/SPC); Duval, Daniel (SSC/SPC); Parent7, Daniel (SSC/SPC); Huynh, Dao (SSC/SPC); Morin7, Denis (SSC/SPC); Schryburt, Denis (SSC/SPC); Alcock, Douglas (SSC/SPC); Winnett, Elaine (SSC/SPC); Deschenes, Eric (SSC/SPC); Fattouche, Georges (SSC/SPC); Plouffe, Gilles (SSC/SPC); McKay2, Greg (SSC/SPC); Dhanani, Hiten (SSC/SPC); Zhong, Hui (SSC/SPC); Clark2, James (SSC/SPC); Fitton, Jason (SSC/SPC); Jay Amdur (SSC-SPC); Lamoureux, Jean (SSC/SPC); Nalli, Jennifer (SSC/SPC); Westerman, Jessica (SSC/SPC); Samuel, John (SSC/SPC); Danis, Jonathan (SSC/SPC); Gendron, José (SSC/SPC); Ken.MacDonald@pco-bcp.gc.ca; Brunner, Kristin (SSC/SPC); Varin, Louis (SSC/SPC); Gagnon2, Marc (SSC/SPC); Peladeau2, Marc (SSC/SPC); Assi, Maria (SSC/SPC); McKay, Mary (SSC/SPC); Scott2, Mélanie (SSC/SPC); Higuchi, Michael (SSC/SPC); Masson, Michael (SSC/SPC); Boudreau, Monique (SSC/SPC); Brazeau, Nathalie (SSC/SPC); Menechian, noubar (SSC/SPC); Boulé, Pat (SSC/SPC); Nadeau, Patrice (SSC/SPC); Chartrand2, Rick (SSC/SPC); Kattackal, Rose (SSC/SPC); d'Auzac de Lamartinie, Sophie (SSC/SPC); Stephane.brais@canda.ca; Durand, Steve (SSC/SPC); Ulitsky, Victor (SSC/SPC); Hof, Yana (SSC/SPC); Desforges, Joel (SSC/SPC); Heide, Joseph (SSC/SPC); Filion2, Luc (SSC/SPC); Gijon, Lucie (SSC/SPC); Maxwell, Rob (SSC/SPC); mark.azzi@international.gc.ca; Laframboise, Kristopher (SSC/SPC); Francoeur, Mario (SSC/SPC); stephane.menard@ssc-spc.gc.ca; Shaun Gagne (SSC-SPC); Nadeau2, Stéphan (SSC/SPC)
Subject: Shared Services Canada Awards of Excellence 2019 - Prix d'excellence 2019 de Services partagés Canada
When: January 23, 2020 12:00 PM-4:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: Victoria Hall, 111 Sussex drive, Ottawa

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Shared Services Canada
Awards of Excellence 2019

R.S.V.P. before January 10

Attendance by invitation only

If you have special needs and/or require accommodations, please advise Awards and Recognition team.

Thursday, January 23, 2020

1:00 p.m. to 4:00 p.m.

Victoria Hall

111 Sussex Drive

Ottawa, Ontario

Registration between
noon and 1:00 p.m.

Refreshment will be served.

Business attire

M. Paul Glover et Mme Sarah Paquet,

Président et Première vice-présidente de Services partagés Canada sont heureux de vous inviter à la présentation des

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Si vous avez des besoins particuliers et/ou avez besoin d'adaptation, veuillez aviser l'équipe de Prix et reconnaissance.

Le jeudi 23 janvier 2020

13 h à 16 h

Salle Victoria

111, promenade Sussex,

Ottawa (Ontario)

Accueil de 12 h à 13 h

Une collation sera servie.

Tenue de ville

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Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: January-17-20 1:22 PM
To: Attwood, Stephanie (SSC/SPC)
Subject: RE: Shared Services Canada Awards of Excellence 2019

Noted thank you kindly.

From: Attwood, Stephanie (SSC/SPC) <stephanie.attwood@canada.ca>
Sent: January 17, 2020 1:14 PM
To: RSVP/RSVP (SSC/SPC) <SSC.rsvp-rsvp.SPC@canada.ca>
Subject: RE: Shared Services Canada Awards of Excellence 2019

Hi Jessica,

Thanks for checking, yes he should be sitting the other ADM's as he will be there as acting ADM for PMD.

Thank you,

Stephanie Attwood

Executive Assistant
Project Management and Delivery, Senior Assistant Deputy Minister's Office
Shared Services Canada
Tel : 613-670-1716 | Cell : 343-550-4429

Adjointe Exécutive
Direction générale de la gestion et de l'exécution de projets, Bureau du sous-ministre adjoint principal
Services Partagés Canada
Tel : 613-670-1716 | Cell : 343-550-4429

<< OLE Object: Picture (Device Independent Bitmap) >>

From: RSVP/RSVP (SSC/SPC)
Sent: January 17, 2020 1:11 PM
To: Attwood, Stephanie (SSC/SPC) <stephanie.attwood@canada.ca>; RSVP/RSVP (SSC/SPC) <SSC.rsvp-rsvp.SPC@canada.ca>
Subject: RE: Shared Services Canada Awards of Excellence 2019

Good day Stephanie,

Should Mr. Pierre Ferland be sitting with the ADM's and senior leaders?

Thank you kindly,
Jessica

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Thank you,

Stephanie Attwood

Executive Assistant
Project Management and Delivery, Senior Assistant Deputy Minister's Office
Shared Services Canada
Tel : 613-670-1716 | Cell : 343-550-4429

Adjointe Exécutive
Direction générale de la gestion et de l'exécution de projets, Bureau du sous-ministre adjoint principal
Services Partagés Canada
Tel : 613-670-1716 | Cell : 343-550-4429

<< OLE Object: Picture (Device Independent Bitmap) >>

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Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: January-22-20 3:16 PM
To: Chalhoub, Daniel (SSC/SPC)
Subject: RE: SSC Award of Excellence

Hi Daniel,

Nathalie has accepted the invitation.

Manon

From: Chalhoub, Daniel (SSC/SPC)
Sent: January 22, 2020 2:29 PM
To: RSVP/RSVP (SSC/SPC)
Subject: SSC Award of Excellence

Good afternoon,

I never received a confirmation for Nathalie Brazeau's RSVP. Could you please confirm ?

Thank you

Daniel Chalhoub
Adjoint Administratif / Administrative Assistant for (IRCC, IRB and CBSA)
Service Delivery and Management Branch | Direction générale de la prestation et gestion des services
Services partagés Canada (SPC)/ Shared Services Canada (SSC)
255 rue Albert 3ème étage 3-041/255 Albert Street, 3rd Floor 3-041
Ottawa, Ontario
Téléphone: / Phone: 613-791-2152
Daniel.chalhoub@canada.ca

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Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: December-12-19 11:33 AM
To: RSVP/RSVP (SSC/SPC); Fattouche, Georges (SSC/SPC); Jane, Amanda (SSC/SPC)
Subject: RE: SSC Awards of Excellence 2019 – Thank you for a successful nomination / Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

Good day,

Could you please identify two representatives to accept the award on behalf of the team.

Thank you,

--

Bonjour,

Nous vous demandons de désigner deux (2) représentants qui accepteront le prix au nom de l'équipe.

Merci,

From: RSVP/RSVP (SSC/SPC)
Sent: November 28, 2019 11:55 AM
To: Fattouche, Georges (SSC/SPC) ; Jane, Amanda (SSC/SPC)
Subject: SSC Awards of Excellence 2019 – Thank you for a successful nomination / Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

La version française suit la version anglaise

SSC Awards of Excellence 2019 – Thank you for a successful nomination

Dear Mr. Fattouche and Mrs. Jane,

As a nominator, we are pleased to inform you that the Briefing and Correspondence Unit will receive an SSC Award of Excellence 2019 in the

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The Human Resources and Workplace Directorate can cover the travel expenses of one regional representative, should the selected employees come from outside of the National Capital Region. Please confirm the name of the person travelling, by December 18, 2019, and we will contact him or her directly to discuss travel arrangements.

Thank you for your submission to the SSC Awards of Excellence 2019.

Sincerely,

SSC Employee Recognition Program

Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

Cher(e) M. Fattouche et Mme Jane,

Vous avez soumis la candidature d'une équipe dans le cadre des Prix d'excellence 2019 de SPC. Nous sommes heureux de vous informer que l'unité de breffage et correspondance recevra un Prix d'excellence 2019 de SPC dans la catégorie En coulisse.

Nous sommes honorés que l'unité de breffage et correspondance reçoive ce prix prestigieux lors de la cérémonie qui aura lieu le 23 janvier 2020 à la salle Victoria aux 111 promenades Sussex d'Ottawa. Une invitation officielle vous sera envoyée dans les prochains jours.

Nous vous demandons de désigner deux (2) représentants (prière d'indiquer leur lieu de travail) qui accepteront le prix au nom de l'équipe, d'ici mercredi le 18 décembre 2019.

La Direction générale des Ressources humaines et milieu de travail remboursera les couts de voyage d'un représentant en région, si l'un de vos employés désignés travaille à l'extérieur de la région de la capitale nationale. Veuillez nous confirmer le nom de la personne qui se déplacera pour que nous puissions communiquer avec elle et entamer les préparatifs de voyage d'ici le 18 décembre 2019.

Nous vous remercions de votre participation aux Prix d'excellence de SPC 2019.

Meilleures salutations.

L'équipe du Programme de reconnaissance de SPC

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Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: December-12-19 11:34 AM
To: RSVP/RSVP (SSC/SPC); Westerman, Jessica (SSC/SPC); Rivet, Connie (SSC/SPC)
Subject: RE: SSC Awards of Excellence 2019 – Thank you for a successful nomination / Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

Good day,

Could you please identify two representatives to accept the award on behalf of the team.

Thank you,

--

Bonjour,

Nous vous demandons de désigner deux (2) représentants qui accepteront le prix au nom de l'équipe.

Merci,

From: RSVP/RSVP (SSC/SPC)
Sent: November 28, 2019 11:49 AM
To: Westerman, Jessica (SSC/SPC) ; Rivet, Connie (SSC/SPC)
Subject: SSC Awards of Excellence 2019 – Thank you for a successful nomination / Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

La version française suit la version anglaise

SSC Awards of Excellence 2019 – Thank you for a successful nomination

Dear Mrs. Westerman and Mrs. Rivet,

As a nominator, we are pleased to inform you that the Accounts Receivable Team will receive an SSC Award of Excellence 2019 in the "Behind the Scenes" category.

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travelling, by December 18, 2019, and we will contact him or her directly to discuss travel arrangements.

Thank you for your submission to the SSC Awards of Excellence 2019.

Sincerely,

SSC Employee Recognition Program

Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

Chère Mme Westerman et Mme Rivet,

Vous avez soumis la candidature d'une équipe dans le cadre des Prix d'excellence 2019 de SPC. Nous sommes heureux de vous informer que l'équipe des comptes à recevoir recevra un Prix d'excellence 2019 de SPC dans la catégorie En coulisse.

Nous sommes honorés que l'équipe des comptes à recevoir reçoive ce prix prestigieux lors de la cérémonie qui aura lieu le 23 janvier 2020 à la salle Victoria au 111 promenades Sussex d'Ottawa. Une invitation officielle vous sera envoyée dans les prochains jours.

Nous vous demandons de désigner deux (2) représentants (prière d'indiquer leur lieu de travail) qui accepteront le prix au nom de l'équipe, d'ici mercredi le 18 décembre 2019.

La Direction générale des Ressources humaines et milieu de travail remboursera les couts de voyage d'un représentant en région, si l'un de vos employés désignés travaille à l'extérieur de la région de la capitale nationale. Veuillez nous confirmer le nom de la personne qui se déplacera pour que nous puissions communiquer avec elle et entamer les préparatifs de voyage d'ici le 18 décembre 2019.

Nous vous remercions de votre participation aux Prix d'excellence de SPC 2019.

Meilleures salutations.

L'équipe du Programme de reconnaissance de SPC

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Ngamije-Gaga, Axel (SSC/SPC)

From: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: January-22-20 1:00 PM
To: Cavaco, Nathalie (SSC/SPC)
Cc: RSVP/RSVP (SSC/SPC)
Subject: RE: SSC Awards of Excellence Ceremony on Thursday

Thank you Nathalie!

Manon

From: Cavaco, Nathalie (SSC/SPC) <nathalie.cavaco@canada.ca>
Sent: January 22, 2020 11:49 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Cc: RSVP/RSVP (SSC/SPC) <SSC.rsvp-rsvp.SPC@canada.ca>
Subject: RE: SSC Awards of Excellence Ceremony on Thursday

Hi Manon,

Sorry for the delay, Eric Lavergne would need to be added with the group who is being awarded for the following:

- Deployment of WiFi for Transport Canada
- WiFi work for PCO

Thank you!

Nathalie Cavaco

A/Business Issues Manager, Director General's Office
Network Operations, Networks, Security and Digital Services
Shared Services Canada | Government of Canada
Nathalie.Cavaco@canada.ca / Tel.: 613-670-1665

Gestionnaire des enjeux opérationnels p.i., Bureau du Directeur général
Opérations des réseaux, Réseaux, sécurité et services numériques
Services partagés Canada | Gouvernement du Canada
Nathalie.Cavaco@canada.ca / Tel.: 613-670-1665

From: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Sent: January 22, 2020 11:34 AM
To: Cavaco, Nathalie (SSC/SPC) <nathalie.cavaco@canada.ca>
Cc: RSVP/RSVP (SSC/SPC) <SSC.rsvp-rsvp.SPC@canada.ca>
Subject: RE: SSC Awards of Excellence Ceremony on Thursday
Importance: High

Hi Nathalie,

Is it possible to give us an answer today?

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Can you tell us with group? We need to add him at the right table.

Manon Blais
Coordonnatrice ministérielle / Departmental Coordinator
Ressources humaines et milieu de travail / Human Resources and Workplace
Services partagés Canada / Shared Services Canada
manon.blais2@canada.ca
Téléphone/Phone number : 613-407-6946

From: Cavaco, Nathalie (SSC/SPC) <nathalie.cavaco@canada.ca>
Sent: January 21, 2020 1:18 PM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Subject: FW: SSC Awards of Excellence Ceremony on Thursday
Importance: High

Good day,

Would It be possible to add Eric Lavergne to the SSC Awards of Excellence on Thursday? He is the Senior Director of the group being awarded and it would be appropriate for him to be there, he joined SSC in December 2019.

Thank you kindly!

Nathalie Cavaco
A/Business Issues Manager, Director General's Office
Network Operations, Networks, Security and Digital Services
Shared Services Canada | Government of Canada
Nathalie.Cavaco@canada.ca / Tel.: 613-670-1665

Gestionnaire des enjeux opérationnels p.i., Bureau du Directeur général
Opérations des réseaux, Réseaux, sécurité et services numériques
Services partagés Canada | Gouvernement du Canada
Nathalie.Cavaco@canada.ca / Tel.: 613-670-1665

From: Winnett, Elaine (SSC/SPC)
Sent: January 21, 2020 1:05 PM
To: Cavaco, Nathalie (SSC/SPC) <nathalie.cavaco@canada.ca>
Subject: SSC Awards of Excellence Ceremony on Thursday

Hi Nathalie,

Do you know if Eric was invited to the SSC Awards of Excellence? The WiFi team is receiving 2 awards, so I am invited as their supervisor. It would be nice if Eric could be there also. Is this something you can look into?

Thanks,
Elaine

Elaine Winnett
A/Director, WiFi Operations
Network, Security and Digital Services
Shared Services Canada / Government of Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: January-06-20 10:14 AM
To: Beaton, Alan (SSC/SPC); Manara, Alan (SSC/SPC); Sinclair, Alastair (SSC/SPC); Parent7, Daniel (SSC/SPC); Alcock, Douglas (SSC/SPC); McKay2, Greg (SSC/SPC); Fitton, Jason (SSC/SPC); Nalli, Jennifer (SSC/SPC); Brunner, Kristin (SSC/SPC); Varin, Louis (SSC/SPC); Peladeau2, Marc (SSC/SPC); McKay, Mary (SSC/SPC); Scott2, Mélanie (SSC/SPC); Brazeau, Nathalie (SSC/SPC); Menechian, noubar (SSC/SPC); Boulé, Pat (SSC/SPC); Nadeau, Patrice (SSC/SPC); Chartrand2, Rick (SSC/SPC); 'Stephane.brais@canda.ca'; Durand, Steve (SSC/SPC); 'mark.azzi@international.gc.ca'; Laframboise, Kristopher (SSC/SPC); 'stephane.menard@ssc-spc.gc.ca'; Shaun Gagne (SSC-SPC); Monchery, Naïka (SSC/SPC); Herzog, Michael (SSC/SPC); McClelland, Heather (SSC/SPC); Terry Gill (SSC-SPC); Francis, Ted (SSC/SPC); Nadeau, Charles (Ext.); Chenier, Louise (SSC/SPC); Kardaras, Emmanuel (SSC/SPC); Aubarbier, Marie-Annick (SSC/SPC); Collette, Suzanne (Ext.); Vipond, Terry (SSC/SPC); Goyer, Denis (SSC/SPC); Duchesneau, Rejean (SSC/SPC); Lee, Po (SSC/SPC); Marasco, Giselle (SSC/SPC); Levesque, Gilles (SSC/SPC); Barnes, Mathieu (SSC/SPC); Wayne Guo (Z) (SSC-SPC); Dworkin, Alexander (Ext.); Tang, Hue (SSC/SPC); 'ishanvash@gmail.com'; Wang, Isabella (SSC/SPC); Nagra, Sukhbir (SSC/SPC); 'jason.geleta@canada.ca'; 'kristopher.lamframboise@canada.ca'; 'mark.azzi@canada.ca'; Nadeau, Charlie-Elizabeth (SSC/SPC); 'alexandra.elves@canada.ca'; 'mario.franceour@canada.ca'; Beauchemin, Daniel (SSC/SPC); Bennett, Dann (SSC/SPC); Driscoll, Michael (SSC/SPC); Devries, Rick (SSC/SPC); Andrade, Roberto (SSC/SPC); Menard2, Stephane (SSC/SPC); Hamelin, Luc (SSC/SPC); Crago, Linda (SSC/SPC); Gaumond, Patrick (SSC/SPC); Manara, Alan (SSC/SPC); Clifford Ivey (SSC-SPC); Finn, Sean (SSC/SPC); Ellsworth, Vaden (SSC/SPC); 'stephan.nadeau@canada.ca'; Coté2, Dominic (SSC/SPC); Craig Shorten (SSC-SPC); Corbett, Sean (SSC/SPC); 'shaun.gagné@canada.ca'; 'stéphane.menard@ssc-spc.gc.ca'; Radlo, Chris (SSC/SPC); Blakeney, Susan (SSC/SPC); Bombardier, Denis (SSC/SPC); Thuppal, Raj (SSC/SPC); Normand, Louis-Paul (SSC/SPC); McKay2, Greg (SSC/SPC); Nadeau, Patrice (SSC/SPC); Desjardins, Anne (SSC/SPC); Clemence Estephan (SSC-SPC)
Cc: RSVP/RSVP (SSC/SPC)
Subject: REMINDER: SSC Awards of Excellence 2019 // RAPPEL : Prix d'excellence 2019 de SPC

La version française suit la version anglaise

SSC Awards of Excellence 2019

Last December, we sent you an invitation for the 2019 Awards of Excellence ceremony, to be held on January 23, 2020.

Please confirm your attendance by accepting the initial invitation by January 10, 2020.

We look forward to seeing you soon.

SSC Awards and Recognition Team

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Veuillez nous confirmer votre présence en acceptant l'invitation initiale d'ici le 10 janvier 2020.

Au plaisir de vous voir bientôt.

L'équipe du Programme de reconnaissance de SPC

Ressources humaines et milieu de travail

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Ngamije-Gaga, Axel (SSC/SPC)

Subject:	Shared Services Canada Awards of Excellence 2019 // Prix d'excellence 2019 de Services partagés Canada
Location:	Victoria Hall, 111, Sussex Drive, Ottawa, Ontario
Start:	Thu 23/01/2020 12:30 PM
End:	Thu 23/01/2020 4:00 PM
Show Time As:	Tentative
Recurrence:	(none)
Meeting Status:	Not yet responded
Organizer:	RSVP/RSVP (SSC/SPC)
Required Attendees:	Glover, Paul (SSC/SPC); Paquet, Sarah (SSC/SPC); Bombardier, Denis (SSC/SPC); Lojk, Begonia (SSC/SPC); McKay, Mary (SSC/SPC); Gagnon, Luc (SSC/SPC); Canam, Ken (SSC/SPC); Thuppal, Raj (SSC/SPC); Normand, Louis-Paul (SSC/SPC); McKay2, Greg (SSC/SPC); Gendron, José (SSC/SPC); Nadeau, Patrice (SSC/SPC); Frate, Nicolino (SSC/SPC); Mckay, Rea (SSC/SPC); Cousineau, Stephane (SSC/SPC); Robert, Paula (SSC/SPC); Desjardins, Anne (SSC/SPC)

La version française suit la version anglaise

We are pleased to invite you to the presentation of the prestigious

Shared Services Canada Awards of Excellence 2019

R.S.V.P. before January 10
Attendance by invitation only

*Parking is limited, therefore you are encouraged to car pool or share taxis.

Thursday, January 23, 2020
1:00 p.m. to 4:00 p.m.
Victoria Hall
111 Sussex Drive
Ottawa, Ontario

Registration between noon and 1:00 p.m.

Refreshments will be served.

Business attire

Nous sommes heureux de vous inviter à la présentation des prestigieux

Prix d'excellence 2019 de Services partagés Canada

R.S.V.P. avant le 10 janvier
Présence sur invitation seulement

*Le stationnement est limité, vous êtes donc encouragés à faire du covoiturage ou partager

Le jeudi 23 janvier 2020
13 h à 16 h
Salle Victoria
111, promenade Sussex,
Ottawa (Ontario)

Accueil de 12 h à 13 h

Une collation sera servie.

Tenue de ville

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Communiqué en vertu de la Loi sur l'accès à l'information

Ngamije-Gaga, Axel (SSC/SPC)

Subject:	Shared Services Canada Awards of Excellence 2019 // Prix d'excellence 2019 de Services partagés Canada
Location:	Victoria Hall, 111, Sussex Drive, Ottawa, Ontario
Start:	Thu 23/01/2020 12:30 PM
End:	Thu 23/01/2020 4:00 PM
Show Time As:	Tentative
Recurrence:	(none)
Meeting Status:	Not yet responded
Organizer:	RSVP/RSVP (SSC/SPC)
Required Attendees:	Glover, Paul (SSC/SPC); Paquet, Sarah (SSC/SPC); Bombardier, Denis (SSC/SPC); Lojk, Begonia (SSC/SPC); McKay, Mary (SSC/SPC); Gagnon, Luc (SSC/SPC); Canam, Ken (SSC/SPC); Thuppal, Raj (SSC/SPC); Normand, Louis-Paul (SSC/SPC); McKay2, Greg (SSC/SPC); Gendron, José (SSC/SPC); Nadeau, Patrice (SSC/SPC); Frate, Nicolino (SSC/SPC); Mckay, Rea (SSC/SPC); Cousineau, Stephane (SSC/SPC); Robert, Paula (SSC/SPC); Desjardins, Anne (SSC/SPC); Lamar, Anne (SSC/SPC)

La version française suit la version anglaise

We are pleased to invite you to the presentation of the prestigious

Shared Services Canada Awards of Excellence 2019

R.S.V.P. before January 10
Attendance by invitation only

*Parking is limited, therefore you are encouraged to car pool or share taxis.

Thursday, January 23, 2020
1:00 p.m. to 4:00 p.m.
Victoria Hall
111 Sussex Drive
Ottawa, Ontario

Registration between noon and 1:00 p.m.

Refreshments will be served.

Business attire

Nous sommes heureux de vous inviter à la présentation des prestigieux

Prix d'excellence 2019 de Services partagés Canada

R.S.V.P. avant le 10 janvier
Présence sur invitation seulement

*Le stationnement est limité, vous êtes donc encouragés à faire du covoiturage ou partager

Le jeudi 23 janvier 2020
13 h à 16 h
Salle Victoria
111, promenade Sussex,
Ottawa (Ontario)

Accueil de 12 h à 13 h

Une collation sera servie.

Tenue de ville

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Communiqué en vertu de la Loi sur l'accès à l'information

Ngamije-Gaga, Axel (SSC/SPC)

Subject: Shared Services Canada Awards of Excellence 2019 - Prix d'excellence 2019 de Services partagés Canada
Location: Victoria Hall, 111 Sussex drive, Ottawa

Start: Thu 23/01/2020 12:00 PM
End: Thu 23/01/2020 4:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: RSVP/RSVP (SSC/SPC)
Required Attendees: Messier, Donald (SSC/SPC); Beaton, Alan (SSC/SPC); Manara, Alan (SSC/SPC); Sinclair, Alastair (SSC/SPC); Schlievert, Alice (SSC/SPC); Jane, Amanda (SSC/SPC); Hebert, Andre (SSC/SPC); Maclean, Bethan (SSC/SPC); Dunne, Brendan (SSC/SPC); Cyr, Christina (SSC/SPC); Dault, Claude (SSC/SPC); Rivet, Connie (SSC/SPC); Miles, Cory (SSC/SPC); dan.duval@ssc-spc.gc.ca; Parent7, Daniel (SSC/SPC); Huynh, Dao (SSC/SPC); Morin7, Denis (SSC/SPC); Schryburt, Denis (SSC/SPC); Alcock, Douglas (SSC/SPC); Winnett, Elaine (SSC/SPC); Deschenes, Eric (SSC/SPC); Fattouche, Georges (SSC/SPC); Plouffe, Gilles (SSC/SPC); McKay2, Greg (SSC/SPC); Dhanani, Hiten (SSC/SPC); Zhong, Hui (SSC/SPC); Clark2, James (SSC/SPC); Fitton, Jason (SSC/SPC); Jay Amdur (SSC-SPC); Lamoureux, Jean (SSC/SPC); Nalli, Jennifer (SSC/SPC); Westerman, Jessica (SSC/SPC); Samuel, John (SSC/SPC); Danis, Jonathan (SSC/SPC); Gendron, José (SSC/SPC); Ken.MacDonald@pco-bcp.gc.ca; Brunner, Kristin (SSC/SPC); Varin, Louis (SSC/SPC); Gagnon2, Marc (SSC/SPC); Peladeau2, Marc (SSC/SPC); Assi, Maria (SSC/SPC); McKay, Mary (SSC/SPC); Scott2, Mélanie (SSC/SPC); Higuchi, Michael (SSC/SPC); Masson, Michael (SSC/SPC); Boudreau, Monique (SSC/SPC); Brazeau, Nathalie (SSC/SPC); Menechian, noubar (SSC/SPC); Boulé, Pat (SSC/SPC); Nadeau, Patrice (SSC/SPC); Chartrand2, Rick (SSC/SPC); Kattackal, Rose (SSC/SPC); d'Auzac de Lamartinie, Sophie (SSC/SPC); Stephane.brais@canda.ca; Durand, Steve (SSC/SPC); Ulitsky, Victor (SSC/SPC); Hof, Yana (SSC/SPC); Desforges, Joel (SSC/SPC); Heide, Joseph (SSC/SPC); Filion2, Luc (SSC/SPC); Gijon, Lucie (SSC/SPC); Maxwell, Rob (SSC/SPC); mark.azzi@international.gc.ca; Laframboise, Kristopher (SSC/SPC); Francoeur, Mario (SSC/SPC); stephane.menard@ssc-spc.gc.ca; Shaun Gagne (SSC-SPC); Nadeau2, Stéphan (SSC/SPC)

La version française suit la version anglaise

Mr. Paul Glover and Ms. Sarah Paquet,

President and Executive Vice-President of Shared Services Canada are pleased to invite you to the presentation of

Shared Services Canada
Awards of Excellence 2019

R.S.V.P. before January 10
Attendance by invitation only

If you have special needs and/or require accommodations, please advise Awards and Recognition team

Thursday, January 23, 2020
1:00 p.m. to 4:00 p.m.
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M. Paul Glover et Mme Sarah Paquet,

Président et Première vice-présidente de Services partagés Canada sont heureux de vous inviter à la présentation des

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13 h à 16 h
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Tenue de ville

[redacted]

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Ngamije-Gaga, Axel (SSC/SPC)

Subject: Shared Services Canada Awards of Excellence 2019 - Prix d'excellence 2019 de Services partagés Canada
Location: Victoria Hall, 111 Sussex drive, Ottawa

Start: Thu 23/01/2020 12:00 PM
End: Thu 23/01/2020 4:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: RSVP/RSVP (SSC/SPC)
Required Attendees: Messier, Donald (SSC/SPC); Beaton, Alan (SSC/SPC); Manara, Alan (SSC/SPC); Sinclair, Alastair (SSC/SPC); Schlievert, Alice (SSC/SPC); Jane, Amanda (SSC/SPC); Hebert, Andre (SSC/SPC); Maclean, Bethan (SSC/SPC); Dunne, Brendan (SSC/SPC); Cyr, Christina (SSC/SPC); Dault, Claude (SSC/SPC); Rivet, Connie (SSC/SPC); Miles, Cory (SSC/SPC); 'dan.duval@ssc-spc.gc.ca'; Parent7, Daniel (SSC/SPC); Huynh, Dao (SSC/SPC); Morin7, Denis (SSC/SPC); Schryburt, Denis (SSC/SPC); Alcock, Douglas (SSC/SPC); Winnett, Elaine (SSC/SPC); Deschenes, Eric (SSC/SPC); Fattouche, Georges (SSC/SPC); Plouffe, Gilles (SSC/SPC); McKay2, Greg (SSC/SPC); Dhanani, Hiten (SSC/SPC); Zhong, Hui (SSC/SPC); Clark2, James (SSC/SPC); Fitton, Jason (SSC/SPC); Jay Amdur (SSC-SPC); Lamoureux, Jean (SSC/SPC); Nalli, Jennifer (SSC/SPC); Westerman, Jessica (SSC/SPC); Samuel, John (SSC/SPC); Danis, Jonathan (SSC/SPC); Gendron, José (SSC/SPC); 'Ken.MacDonald@pco-bcp.gc.ca'; Brunner, Kristin (SSC/SPC); Varin, Louis (SSC/SPC); Gagnon2, Marc (SSC/SPC); Peladeau2, Marc (SSC/SPC); Assi, Maria (SSC/SPC); McKay, Mary (SSC/SPC); Scott2, Mélanie (SSC/SPC); Higuchi, Michael (SSC/SPC); Masson, Michael (SSC/SPC); Boudreau, Monique (SSC/SPC); Brazeau, Nathalie (SSC/SPC); Menechian, noubar (SSC/SPC); Boulé, Pat (SSC/SPC); Nadeau, Patrice (SSC/SPC); Chartrand2, Rick (SSC/SPC); Kattackal, Rose (SSC/SPC); d'Auzac de Lamartinie, Sophie (SSC/SPC); 'Stephane.brais@canda.ca'; Durand, Steve (SSC/SPC); Ulitsky, Victor (SSC/SPC); Hof, Yana (SSC/SPC); Desforges, Joel (SSC/SPC); Heide, Joseph (SSC/SPC); Filion2, Luc (SSC/SPC); Gijon, Lucie (SSC/SPC); Maxwell, Rob (SSC/SPC); 'mark.azzi@international.gc.ca'; Laframboise, Kristopher (SSC/SPC); Francoeur, Mario (SSC/SPC); 'stephane.menard@ssc-spc.gc.ca'; Shaun Gagne (SSC-SPC); Nadeau2, Stéphan (SSC/SPC); David Craig-Browne (SSC-SPC); Merhej, Maxine (SSC/SPC)
Optional Attendees: Monchery, Naïka (SSC/SPC); Herzog, Michael (SSC/SPC); McClelland, Heather (SSC/SPC)

La version française suit la version anglaise

Mr. Paul Glover and Ms. Sarah Paquet,

President and Executive Vice-President of Shared Services Canada are pleased to invite you to the presentation of

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M. Paul Glover et Mme Sarah Paquet,

Président et Première vice-présidente de Services partagés Canada sont heureux de vous inviter à la présentation des

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Ngamije-Gaga, Axel (SSC/SPC)

From: MacDonald, Ken <Ken.MacDonald@pco-bcp.gc.ca>
Sent: January-08-20 4:22 PM
To: RSVP/RSVP (SSC/SPC)
Subject: Shared Services Canada Awards of Excellence 2019 - Prix d'excellence 2019 de Services partagés Canada

Please note that I plan on attending the awards on Jan 23 as per the invite.

Regards,
Ken

Ken MacDonald
Director General | Directeur général par intérim
Privy Council Office | Bureau du Conseil privé
Government of Canada | Gouvernement du Canada
85 Sparks street | 85 rue Sparks
Ottawa, Ontario, K1A 0A3
Tel | Tél: (613) 957-5380
Email | Courriel: ken.macdonald@pco-bcp.gc.ca

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Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: November-29-19 1:43 PM
To: Schreiner, Roxanne (SSC/SPC); Newman, Robert (SSC/SPC); Gustin, Andreea (SSC/SPC); Sinclair, Alastair (SSC/SPC); Schryburt, Denis (SSC/SPC); Gill, Jamey (SSC/SPC); Kardaras, Emmanuel (SSC/SPC); Sullivan2, Lisa (SSC/SPC); Latino, Joe (SSC/SPC); Mcmillan, Zoe (SSC/SPC); Bell, Catherine (SSC/SPC); Dwyer, Clare (SSC/SPC); Fournier, Chantale (SSC/SPC); fabienne.lchapelle@canada.ca; Rhoades, Lisa (SSC/SPC); Mannan, Laraib (SSC/SPC); Lemieux2, Fanny (SSC/SPC); Burgess, Joanna (SSC/SPC); Mineault, Brigitte (SSC/SPC); Petit, Valerie (SSC/SPC); Ramanayake, Nimali (SSC/SPC); Kelly, Jacqueline (SSC/SPC); Grondin, Caroline (SSC/SPC); Ouellon, Antoine (SSC/SPC); Soberano, Cecille (SSC/SPC); Kosick, Daniel (SSC/SPC); Hurst, Heather (SSC/SPC); Gilani, Shermeena (SSC/SPC); Prentice, Nicole (SSC/SPC); Rochon, Marc-Antoine (SSC/SPC); Gosselin3, Michael (SSC/SPC); Pham, Khang (SSC/SPC); Prokopiak, Angela (SSC/SPC); Wells, Ashlea (SSC/SPC); Wells, Nick (SSC/SPC); Dauz, Nicole (SSC/SPC); Giroux2, Lyne (SSC/SPC); Anderson, Alexander (SSC/SPC); Austen, Loredana (SSC/SPC); Christopher, Donna (SSC/SPC); Héroux, Pierre (SSC/SPC); Middlebrook, Ruth (SSC/SPC); Webber Hrabinsky, Jill (SSC/SPC); Riel, Chantal Barbara (SSC/SPC); Benimana, Thérèse (SSC/SPC); Munante, Claudia (SSC/SPC); Brown2, Genevieve (SSC/SPC); Gregoire, Andrée (SSC/SPC); Murray, Tyler (SSC/SPC); Norman2, Andrew (SSC/SPC); Jocelyn, Steeve (SSC/SPC); Koussaya-Kent, Jennifer (SSC/SPC); Erikson, Gabriela (SSC/SPC); mark.mcmillen@canada.ca; Abdallah, Sari (SSC/SPC); Tkachuk, Stephanie (SSC/SPC); Rule, Jeanette (SSC/SPC); Guibord, Elise (SSC/SPC); Matias, Jessica (SSC/SPC); Kennedy, Cyndi (SSC/SPC); O'Byrne, Whitney (SSC/SPC); Barr, Jessica (SSC/SPC); Chauret, Naomi (SSC/SPC); Gratton, Nicolas (SSC/SPC); chanel.blanchard@whitepaper.com; Michalkiewicz, Anita (SSC/SPC); St-Hilaire, Asha (SSC/SPC); Najjar, Maha (SSC/SPC); Robillard, Julie (SSC/SPC); Fournier, Martin (SSC/SPC); Salter, Rosemary (SSC/SPC); Browsky, Tracy (SSC/SPC); Couse, Mary (SSC/SPC); Theriault, Pascal (SSC/SPC); Latreille2, Ryan (SSC/SPC); Cox, Andrew (SSC/SPC); Viau, Adam (SSC/SPC); Logan, William (SSC/SPC); Kokline, Lydia (SSC/SPC); Sévigny, Mikaël (SSC/SPC); Bell Lightbourne, Greg (SSC/SPC); Lévesque3, Stéphane (SSC/SPC); Ouellette, David (SSC/SPC); McGregor, Jessica (SSC/SPC); Millaire, Elizabeth (SSC/SPC); Guilbeault2, Alexandre (SSC/SPC); Rousseau, André (SSC/SPC); Pépin, Nicholas (SSC/SPC); Leadston, Paul (SSC/SPC); Dussault, Christian (SSC/SPC); Duchesneau, Isabel (SSC/SPC); Rose, Debbie (SSC/SPC); Chartier, Sophie (SSC/SPC); Fortin, Steve (SSC/SPC); Boudreault, Mariane (SSC/SPC); Barthelemy, Peggy (SSC/SPC); Paulin, Martine (SSC/SPC); Benchaouche, Isma (SSC/SPC); White, Eileen (SSC/SPC); Quarrington, Alexa (SSC/SPC); Mercier2, Nathalie (SSC/SPC); Bélisle, Marie-Eve (SSC/SPC); Li Calzi, Michelle (SSC/SPC); Gaudet, Jennifer (SSC/SPC); pierre.chevrier@canada.ca
Cc: Frate, Nicolino (SSC/SPC); Taylor, Anna (SSC/SPC)
Subject: SSC Awards of Excellence 2019 – Congratulations on your nomination! // Prix d'excellence 2019 de SPC – Félicitations pour votre nomination!

La version française suit la version anglaise

SSC Awards of Excellence 2019 – Congratulations on your

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SSC AWARDS of EXCELLENCE
PRIX D'EXCELLENCE de SPC

Unfortunately, the selection committee did not retain your nomination, but we wish to emphasize on your dedication and outstanding performance. You should be proud of your achievements.

Should you have questions or want more information regarding your nomination, please contact the nominators copied in this email.

Once again, congratulations on your nomination and thank you for your outstanding work.

Sincerely,

SSC Employee Recognition Program

Prix d'excellence 2019 de SPC – Félicitations pour votre nomination!

Chère Direction générale des communications,

Votre nom a été soumis pour les Prix d'excellence 2019 de SPC dans la catégorie En coulisse. Ces prix prestigieux reconnaissent les contributions et les réalisations exceptionnelles des employés de SPC.

Malheureusement, le comité de sélection n'a pas retenu votre nomination, mais nous tenons à souligner que votre dévouement et votre rendement exceptionnel sont louables. Vous devez être fiers de vos accomplissements.

Si vous avez des questions ou si vous voulez plus d'information au sujet de votre candidature, veuillez communiquer avec le ou les proposants copiés dans ce courriel.

Encore une fois, félicitations pour votre nomination et merci pour votre travail exceptionnel.

Sincères salutations,

L'équipe des Prix et de la reconnaissance de SPC

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: November-28-19 12:28 PM
To: Brunner, Kristin (SSC/SPC); Parent7, Daniel (SSC/SPC)
Subject: SSC Awards of Excellence 2019 – Thank you for a successful nomination / Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

La version française suit la version anglaise

SSC Awards of Excellence 2019 – Thank you for a successful nomination

Dear Mrs. Brunner and Mr. Parent,

As a nominator, we are pleased to inform you that the Problem Management Committee Development Team will receive an SSC Award of Excellence 2019 in the Service excellence category.

We are honoured that Problem Management Committee Development Team will receive this prestigious award during a ceremony on January 23, 2020, at Victoria Hall, 111 Sussex Drive in Ottawa.

We kindly ask that you provide us the names of two (2) representatives (including their work location) who will accept the award on behalf of the team, by Wednesday, December 18, 2019.

The Human Resources and Workplace Directorate can cover the travel expenses of one regional representative, should the selected employees come from outside of the National Capital Region. Please confirm the name of the person travelling, by December 18, 2019, and we will contact him or her directly to discuss travel arrangements.

Thank you for your submission to the SSC Awards of Excellence 2019.

Sincerely,

SSC Employee Recognition Program

Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

Cher(e) Mme Brunner et M. Parent ,

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Nous vous demandons de désigner deux (2) représentants (prière d'indiquer leur lieu de travail) qui accepteront le prix au nom de l'équipe, d'ici mercredi le 18 décembre 2019.

La Direction générale des Ressources humaines et milieu de travail remboursera les couts de voyage d'un représentant en région, si l'un de vos employés désignés travaille à l'extérieur de la région de la capitale nationale. Veuillez nous confirmer le nom de la personne qui se déplacera pour que nous puissions communiquer avec elle et entamer les préparatifs de voyage d'ici le 18 décembre 2019.

Nous vous remercions de votre participation aux Prix d'excellence de SPC 2019.

Meilleures salutations.

L'équipe du Programme de reconnaissance de SPC

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: November-28-19 12:22 PM
To: Manara, Alan (SSC/SPC); 'Ken.MacDonald@pco-bcp.gc.ca'
Subject: SSC Awards of Excellence 2019 – Thank you for a successful nomination / Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

La version française suit la version anglaise

SSC Awards of Excellence 2019 – Thank you for a successful nomination

Dear Mr. Manara and Mr. MacDonald,

As a nominator, we are pleased to inform you that the Privy Council Office (PCO) IT Infrastructure Team will receive an SSC Award of Excellence 2019 in the Collaboration category.

We are honoured that Privy Council Office (PCO) IT Infrastructure Team will receive this prestigious award during a ceremony on January 23, 2020, at Victoria Hall, 111 Sussex Drive in Ottawa.

We kindly ask that you provide us the names of two (2) representatives (including their work location) who will accept the award on behalf of the team, by Wednesday, December 18, 2019.

The Human Resources and Workplace Directorate can cover the travel expenses of one regional representative, should the selected employees come from outside of the National Capital Region. Please confirm the name of the person travelling, by December 18, 2019, and we will contact him or her directly to discuss travel arrangements.

Thank you for your submission to the SSC Awards of Excellence 2019.

Sincerely,

SSC Employee Recognition Program

Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

Cher M. Manara et M. MacDonald,

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Nous vous demandons de désigner deux (2) représentants (prière d'indiquer leur lieu de travail) qui accepteront le prix au nom de l'équipe, d'ici mercredi le 18 décembre 2019.

La Direction générale des Ressources humaines et milieu de travail remboursera les couts de voyage d'un représentant en région, si l'un de vos employés désignés travaille à l'extérieur de la région de la capitale nationale. Veuillez nous confirmer le nom de la personne qui se déplacera pour que nous puissions communiquer avec elle et entamer les préparatifs de voyage d'ici le 18 décembre 2019.

Nous vous remercions de votre participation aux Prix d'excellence de SPC 2019.

Meilleures salutations.

L'équipe du Programme de reconnaissance de SPC

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Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: November-28-19 12:12 PM
To: Gagnon2, Marc (SSC/SPC); Brazeau, Nathalie (SSC/SPC); Boulé, Pat (SSC/SPC); Deschenes, Eric (SSC/SPC)
Subject: SSC Awards of Excellence 2019 – Thank you for a successful nomination / Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

La version française suit la version anglaise

SSC Awards of Excellence 2019 – Thank you for a successful nomination

Mrs. Brazeau, Mr. Gagnon, Mr. Boulé and Mr. Deschênes,

During the Assistant Deputy Minister Selection committee meeting, it was decided that the two teams (SSC Video Conference Team and Video Conference Team) would be merged. As a nominator, we are pleased to inform you that Video Conference Team will receive an SSC Award of Excellence 2019 in the Service excellence category.

We are honoured that the Video Conference Team will receive this prestigious award during a ceremony on January 23, 2020, at Victoria Hall, 111 Sussex Drive in Ottawa.

We kindly ask that you provide us the names of two (2) representatives (including their work location) who will accept the award on behalf of the team, by Wednesday, December 18, 2019.

The Human Resources and Workplace Directorate can cover the travel expenses of one regional representative, should the selected employees come from outside of the National Capital Region. Please confirm the name of the person travelling, by December 18, 2019, and we will contact him or her directly to discuss travel arrangements.

Thank you for your submission to the SSC Awards of Excellence 2019.

Sincerely,

SSC Employee Recognition Program

Prix d'excellence 2019 de SPC – Merci pour votre mise en

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Nous sommes honorés que l'équipe des services de conférences reçoive ce prix prestigieux lors de la cérémonie qui aura lieu le 23 janvier 2020 à la salle Victoria aux 111 promenades Sussex d'Ottawa. Une invitation officielle vous sera envoyée dans les prochains jours.

Nous vous demandons de désigner deux (2) représentants (prière d'indiquer leur lieu de travail) qui accepteront le prix au nom de l'équipe, d'ici mercredi le 18 décembre 2019.

La Direction générale des Ressources humaines et milieu de travail remboursera les couts de voyage d'un représentant en région, si l'un de vos employés désignés travaille à l'extérieur de la région de la capitale nationale. Veuillez nous confirmer le nom de la personne qui se déplacera pour que nous puissions communiquer avec elle et entamer les préparatifs de voyage d'ici le 18 décembre 2019.

Nous vous remercions de votre participation aux Prix d'excellence de SPC 2019.

Meilleures salutations.

L'équipe du Programme de reconnaissance de SPC

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Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: November-28-19 12:08 PM
To: Brazeau, Nathalie (SSC/SPC); Gagnon2, Marc (SSC/SPC)
Subject: SSC Awards of Excellence 2019 – Thank you for a successful nomination / Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

La version française suit la version anglaise

SSC Awards of Excellence 2019 – Thank you for a successful nomination

Dear Mrs. Brazeau and Mr. Gagnon,

As a nominator, we are pleased to inform you that the Network Operation Team will receive an SSC Award of Excellence 2019 in the Service excellence category.

We are honoured that the Network Operation Team will receive this prestigious award during a ceremony on January 23, 2020, at Victoria Hall, 111 Sussex Drive in Ottawa.

We kindly ask that you provide us the names of two (2) representatives (including their work location) who will accept the award on behalf of the team, by Wednesday, December 18, 2019.

The Human Resources and Workplace Directorate can cover the travel expenses of one regional representative, should the selected employees come from outside of the National Capital Region. Please confirm the name of the person travelling, by December 18, 2019, and we will contact him or her directly to discuss travel arrangements.

Thank you for your submission to the SSC Awards of Excellence 2019.

Sincerely,

SSC Employee Recognition Program

Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

Cher(e) Mme Brazeau et M. Gagnon,

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Nous vous demandons de désigner deux (2) représentants (prière d'indiquer leur lieu de travail) qui accepteront le prix au nom de l'équipe, d'ici mercredi le 18 décembre 2019.

La Direction générale des Ressources humaines et milieu de travail remboursera les couts de voyage d'un représentant en région, si l'un de vos employés désignés travaille à l'extérieur de la région de la capitale nationale. Veuillez nous confirmer le nom de la personne qui se déplacera pour que nous puissions communiquer avec elle et entamer les préparatifs de voyage d'ici le 18 décembre 2019.

Nous vous remercions de votre participation aux Prix d'excellence de SPC 2019.

Meilleures salutations.

L'équipe du Programme de reconnaissance de SPC

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Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: November-28-19 11:49 AM
To: Westerman, Jessica (SSC/SPC); Rivet, Connie (SSC/SPC)
Subject: SSC Awards of Excellence 2019 – Thank you for a successful nomination / Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

La version française suit la version anglaise

SSC Awards of Excellence 2019 – Thank you for a successful nomination

Dear Mrs. Westerman and Mrs. Rivet,

As a nominator, we are pleased to inform you that the Accounts Receivable Team will receive an SSC Award of Excellence 2019 in the "Behind the Scenes" category.

We are honoured that the Accounts Receivable Team will receive this prestigious award during a ceremony on January 23, 2020, at Victoria Hall, 111 Sussex Drive in Ottawa.

We kindly ask that you provide us the names of two (2) representatives (including their work location) who will accept the award on behalf of the team, by Wednesday, December 18, 2019.

The Human Resources and Workplace Directorate can cover the travel expenses of one regional representative, should the selected employees come from outside of the National Capital Region. Please confirm the name of the person travelling, by December 18, 2019, and we will contact him or her directly to discuss travel arrangements.

Thank you for your submission to the SSC Awards of Excellence 2019.

Sincerely,

SSC Employee Recognition Program

Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

Chère Mme Westerman et Mme Rivet,

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Nous vous demandons de désigner deux (2) représentants (prière d'indiquer leur lieu de travail) qui accepteront le prix au nom de l'équipe, d'ici mercredi le 18 décembre 2019.

La Direction générale des Ressources humaines et milieu de travail remboursera les couts de voyage d'un représentant en région, si l'un de vos employés désignés travaille à l'extérieur de la région de la capitale nationale. Veuillez nous confirmer le nom de la personne qui se déplacera pour que nous puissions communiquer avec elle et entamer les préparatifs de voyage d'ici le 18 décembre 2019.

Nous vous remercions de votre participation aux Prix d'excellence de SPC 2019.

Meilleures salutations.

L'équipe du Programme de reconnaissance de SPC

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: November-28-19 12:31 PM
To: Scott2, Mélanie (SSC/SPC); Brais, Stéphane (SSC/SPC)
Subject: SSC Awards of Excellence 2019 – Thank you for a successful nomination / Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

La version française suit la version anglaise

SSC Awards of Excellence 2019 – Thank you for a successful nomination

Dear Mrs. Scott and Mr. Brais,

As a nominator, we are pleased to inform you that the Digital Lounge Team will receive an SSC Award of Excellence 2019 in the Creativity and Innovation category.

We are honoured that Digital Lounge Team will receive this prestigious award during a ceremony on January 23, 2020, at Victoria Hall, 111 Sussex Drive in Ottawa.

We kindly ask that you provide us the names of two (2) representatives (including their work location) who will accept the award on behalf of the team, by Wednesday, December 18, 2019.

The Human Resources and Workplace Directorate can cover the travel expenses of one regional representative, should the selected employees come from outside of the National Capital Region. Please confirm the name of the person travelling, by December 18, 2019, and we will contact him or her directly to discuss travel arrangements.

Thank you for your submission to the SSC Awards of Excellence 2019.

Sincerely,

SSC Employee Recognition Program

Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

Cher(e) Mme Scott et M. Brais,

Vous avez soumis la candidature d'une équipe dans le cadre des Prix

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Nous vous demandons de désigner deux (2) représentants (prière d'indiquer leur lieu de travail) qui accepteront le prix au nom de l'équipe, d'ici mercredi le 18 décembre 2019.

La Direction générale des Ressources humaines et milieu de travail remboursera les couts de voyage d'un représentant en région, si l'un de vos employés désignés travaille à l'extérieur de la région de la capitale nationale. Veuillez nous confirmer le nom de la personne qui se déplacera pour que nous puissions communiquer avec elle et entamer les préparatifs de voyage d'ici le 18 décembre 2019.

Nous vous remercions de votre participation aux Prix d'excellence de SPC 2019.

Meilleures salutations.

L'équipe du Programme de reconnaissance de SPC

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: November-28-19 12:33 PM
To: McKay, Mary (SSC/SPC); Beaton, Alan (SSC/SPC)
Subject: SSC Awards of Excellence 2019 – Thank you for a successful nomination /Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

La version française suit la version anglaise

SSC Awards of Excellence 2019 – Thank you for a successful nomination

Dear Mrs. McKay and Mr. Beaton,

As a nominator, we are pleased to inform you that the Financial Management Advisor Team will receive an SSC Award of Excellence 2019 in the Service excellence category.

We are honoured that Financial Management Advisor Team will receive this prestigious award during a ceremony on January 23, 2020, at Victoria Hall, 111 Sussex Drive in Ottawa.

The Human Resources and Workplace Directorate can cover the travel expenses of one regional representative, should the selected employees come from outside of the National Capital Region. Please confirm the name of the person travelling, by December 18, 2019, and we will contact him or her directly to discuss travel arrangements.

Thank you for your submission to the SSC Awards of Excellence 2019.

Sincerely,

SSC Employee Recognition Program

Prix d'excellence 2019 de SPC – Merci pour votre mise en candidature réussie

Cher(e) Mme McKay et M. Beaton,

Vous avez soumis la candidature d'une équipe dans le cadre des Prix d'excellence 2019 de SPC. Nous sommes heureux de vous informer que l'équipe de conseil en gestion financière recevra un Prix d'excellence 2019 de SPC dans la catégorie Excellence du service.

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Communiqué en vertu de la *Loi sur l'accès à l'information*

communiquer avec elle et entamer les préparatifs de voyage d'ici le 18 décembre 2019.

Nous vous remercions de votre participation aux Prix d'excellence de SPC 2019.

Meilleures salutations.

L'équipe du Programme de reconnaissance de SPC

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Communiqué en vertu de la Loi sur l'accès à l'information

Ngamije-Gaga, Axel (SSC/SPC)

From: Hamaty, Rafat (SSC/SPC)
Sent: June-17-19 10:55 AM
To: Kalsi, Nagina (SSC/SPC); Lascu, Mihai (SSC/SPC); Cirino, Erica (SSC/SPC)
Cc: SSC.F DGO-HRW / RHMT-BDG F.SPC; Ferreira, Nathalie (SSC/SPC); Kolozsvari, Liliana (SSC/SPC)
Subject: 017170 - SSC - Awards of Excellence Jan2020.

Hi

017170 - SSC - Awards of Excellence Jan2020.
https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/48795665

You will find enclosed for your review the docket for Shared Services Canada Awards of Excellence – January, 2020

Please note that this file will bypass the Briefing Correspondence Unit, and if approved the President is required to sign Memorandum for the President's Decision (MPD).

This Note to File was created by the Director General's Office (DGO), Human Resources and Workplace (HRW); any concerns should be directed to Vanessa Clervil, Acting Issues Manager, DGO-HRW, at 819-665-8348.

Docket overview:
1. **Routing Slip**
2. **Note to File**
3. **E-approval from the Director General, HRW**
4. **MPD**

Thanks
Rafat Hamaty
Correspondence and Document Control Officer | Agente au contrôle des documents et de la correspondance
Director General HRW | Bureau de la directrice générale RH
Shared Services Canada | Services partagés Canada
105 Hôtel de Ville | 105 rue Hôtel de Ville
Gatineau, QC J8X 4H7 – 819-712-7844

Canada

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Communiqué en vertu de la Loi sur l'accès à l'information

Ngamije-Gaga, Axel (SSC/SPC)

From: Hamaty, Rafat (SSC/SPC)
Sent: September-26-19 3:35 PM
To: Kolozsvari, Liliana (SSC/SPC); Ferreira, Nathalie (SSC/SPC)
Cc: SSC.F DGO-HRW / RHMT-BDG F.SPC; Malenfant, Karine (SSC/SPC); Mitchell, Jessica (SSC/SPC)
Subject: 017381 - Awards of Excellence Event Approval - Approved Docs

Hi

Please find the signed documents in the link below

Final Signed
https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/58104902

Thanks
Rafat

From: Hamaty, Rafat (SSC/SPC)
Sent: September 5, 2019 9:47 AM
To: Saumier, Nathalie (SSC/SPC) <nathalie.saumier@canada.ca>; Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>
Cc: Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>; Roy, Martin (SSC/SPC) <martin.roy@canada.ca>; Portela-Munro, Cristina (SSC/SPC) <cristina.portela-munro@canada.ca>; Clervil2, Vanessa (SSC/SPC) <vanessa.clervil2@canada.ca>
Subject: RE: Question: CCM 017381 - Awards of Excellence Event Approval

Hi Nathalie,

Yes, the hospitality is for the afternoon break

Thanks
Rafat

From: Saumier, Nathalie (SSC/SPC)
Sent: September 4, 2019 3:43 PM
To: Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>; Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>
Cc: Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>; Roy, Martin (SSC/SPC) <martin.roy@canada.ca>; Portela-Munro, Cristina (SSC/SPC) <cristina.portela-munro@canada.ca>; Clervil2, Vanessa (SSC/SPC) <vanessa.clervil2@canada.ca>
Subject: Question: CCM 017381 - Awards of Excellence Event Approval

Hi Rafat,

Our Director has a question.

Can you please confirm if the hospitality is all for the afternoon break?

Thanks you
Nathalie

Nathalie Saumier

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Communiqué en vertu de la Loi sur l'accès à l'information

Hi Nathalie,

FYI
Please note the memo has been sent up for Mr. Stephane approval

Please note the documents will not be uploaded to CCM. You can find them in the link below
SADM
https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/53754047

Thanks
Rafat

From: Saumier, Nathalie (SSC/SPC)
Sent: August 27, 2019 10:48 AM
To: Portela-Munro, Cristina (SSC/SPC) <cristina.portela-munro@canada.ca>; Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>
Cc: Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>; Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>; Roy, Martin (SSC/SPC) <martin.roy@canada.ca>
Subject: RE: CHANGES REQUIRED: 017381 - Awards of Excellence Event Approval

Hi Rafat,

You can send the memo for ADM signature.
Please note the memo due date will need to be pushed back to September 3, 2019 to allow sufficient time for President approval. Please update Routing Slip and memo.

Let me know when it's done and upload in CCM
Nathalie

Nathalie Saumier
Agente financière | Financial Officer
613-697-7280

From: Roy, Martin (SSC/SPC)
Sent: 9-Aug-19 8:21 AM
To: Mitchell, Jessica (SSC/SPC) ; Barbot, Yann Richard (SSC/SPC) ; Portela-Munro, Cristina (SSC/SPC) ; Malenfant, Karine (SSC/SPC)
Cc: Clervil2, Vanessa (SSC/SPC) ; Hamaty, Rafat (SSC/SPC) ; Kolozsvari, Liliana (SSC/SPC) ; Ferreira, Nathalie (SSC/SPC) ; Beauchamp, Tanya (SSC/SPC)
Subject: RE: CHANGES REQUIRED: 017381 - Awards of Excellence Event Approval
Good morning Jessica,
As a reference, attached you will find the supporting documents for last year's Awards of Excellence pre-approval package. If you have a look at page 5 of the PDF document, you will see what was done last year to forecast the travel costs even though the nomination and selection process was not finalized. The number of participants per regions was forecasted and the travel costs were estimated accordingly.
Please provide a similar forecast for 2019-20 Award of Excellence travel costs.
Thanks
Martin

From: Mitchell, Jessica (SSC/SPC)
Sent: August 8, 2019 3:08 PM
To: Barbot, Yann Richard (SSC/SPC) <yannrichard.barbot@canada.ca>; Portela-Munro, Cristina (SSC/SPC)

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Please find attached the quotes for the stanchions, red carpet and photo booth. Note that we added an amount for various supplies should we require (name tags, pens, binders etc.) the day of the event.
Kind regards,

Jessica Mitchell
Formation linguistique, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569
Language Training, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

From: Barbot, Yann Richard (SSC/SPC) <yannrichard.barbot@canada.ca>
Sent: August 8, 2019 2:46 PM
To: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>; Portela-Munro, Cristina (SSC/SPC) <cristina.portela-munro@canada.ca>; Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>
Cc: Clervil2, Vanessa (SSC/SPC) <vanessa.clervil2@canada.ca>; Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>; Kolozsvari, Liliana (SSC/SPC) <liliana.kolozsvari@canada.ca>; Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; Roy, Martin (SSC/SPC) <martin.roy@canada.ca>; Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>
Subject: RE: CHANGES REQUIRED: 017381 - Awards of Excellence Event Approval

Good Afternoon,
In order to assess the travel costs, the travel team will need additional info for each traveller (*Travel dates, traveling from, accommodations, meal, incidentals, etc.*) This can be summarized in an excel spreadsheet and will be required in order to move the file for approval.
In addition, would you have supporting documentation for the estimates for various supplies ($2,187.60), photo booth ($850) and the red carpet and stanchions rental ($525).
Also, please be advised that the cost per person for hospitality (*Refreshments*) is very close to the Standard cost per person established by Treasury Board. It is important not to exceed TB'S limit when ordering *Hospitality*, as this would require an after-the fact approval.
Thank you,

Yann Richard Barbot
Accounts Administrator/ Administrateur de Comptes
Shared Services Canada/Services partagés Canada
yannrichard.barbot@canada.ca

From: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Sent: August 8, 2019 12:34 PM
To: Portela-Munro, Cristina (SSC/SPC) <cristina.portela-munro@canada.ca>; Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>
Cc: Clervil2, Vanessa (SSC/SPC) <vanessa.clervil2@canada.ca>; Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>; Kolozsvari, Liliana (SSC/SPC) <liliana.kolozsvari@canada.ca>; Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; Barbot, Yann Richard (SSC/SPC) <yannrichard.barbot@canada.ca>
Subject: RE: CHANGES REQUIRED: 017381 - Awards of Excellence Event Approval

Good morning,
My apologies for the delay. Please find attached the amended Annex A. Here are the amendments that were done to the form:

- Breakdown for other costs was included in the document
- Annex B :
  - The local transportation amount was amended to $1,500.00
  - The Accommodations were calculated with the $200.00 nightly rate X 10 employees
  - The meals and other incidentals were also calculated with the 2019 rates (Lunch : $20.10 – Incidentals : $17.30)

Note that the total amount for the event does not change. I lowered the costs for various supplies.
Since Liliana is away, could you please amend the CCM number in the routing slip.
Do not hesitate to contact me should you require additional information.
Kind regards,

Jessica Mitchell
Formation linguistique, Direction générale des services ministériels

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Communiqué en vertu de la Loi sur l'accès à l'information

Hi,
Please see the additional necessary changes required for this docket. Can you please complete the changes and send back to DGO?
Thank you,
Cristina

From: Barbot, Yann Richard (SSC/SPC) <yannrichard.barbot@canada.ca>
Sent: August 7, 2019 10:51 AM
To: Portela-Munro, Cristina (SSC/SPC) <cristina.portela-munro@canada.ca>
Cc: Roy, Martin (SSC/SPC) <martin.roy@canada.ca>; Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>; Saumier, Nathalie (SSC/SPC) <nathalie.saumier@canada.ca>; Clervil2, Vanessa (SSC/SPC) <vanessa.clervil2@canada.ca>; Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>; Saad, Rouba (SSC/SPC) <rouba.saad@canada.ca>
Subject: RE: 017381 - Awards of Excellence Event Approval
Hi Cristina,
Some changes need to be made for this event:
- In the Routing slip the CCM number needs to be updated.
- In travel cost section, local transportation (taxi) shows $500(Annex B), yet Annex C shows $ 1,500.
- Please provide email breakdown for the other cost (photo booth, red carpet & various supplies)
Could you please provide a detailed breakdown per traveller for Travel cost (Travel dates, traveling from, accommodations, etc.)
If any amount changes in the Hospitality form the total amount needs to be updated in the Memo as well.
Yann Richard Barbot
Account Administrator
Shared Services Canada

Tanya Beauchamp
Tel.: 819-664-0852
Tanya.Beauchamp@canada.ca

From: Beauchamp, Tanya (SSC/SPC)
Sent: August 6, 2019 8:40 AM
To: Saad, Rouba (SSC/SPC) <rouba.saad@canada.ca>
Subject: RE: 017381 - Awards of Excellence Event Approval
Hi Rouba,
Please find the information attached.

Tanya Beauchamp
Tel.: 819-664-0852
Tanya.Beauchamp@canada.ca

From: Saad, Rouba (SSC/SPC) <rouba.saad@canada.ca>
Sent: August 5, 2019 3:06 PM
To: Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>
Subject: RE: 017381 - Awards of Excellence Event Approval
Hi Tanya,
Please ask them to send documents as attachments since I do not have access to this link either!
Merci / Thank you.

Rouba Saad
1 (343) 550-7776

From: Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>
Sent: August 5, 2019 1:55 PM
To: Saad, Rouba (SSC/SPC) <rouba.saad@canada.ca>
Subject: FW: 017381 - Awards of Excellence Event Approval
Hi Rouba,
Can you review the Travel part of this event.
If you do not have access please let me know.

Tanya Beauchamp
Tel.: 819-664-0852
Tanya.Beauchamp@canada.ca

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Agente au contrôle des documents et de la correspondance|Correspondence and Document Control Officer
Bureau de la directrice générale, Ressources humaines et milieu de travail |Director General's Office, Human Resources and Workplace
Services partagés Canada | Shared Services Canada
105, rue de l'Hôtel de Ville
Gatineau, Quebec J8X 4H7

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Ngamije-Gaga, Axel (SSC/SPC)

From: Hamaty, Rafat (SSC/SPC)
Sent: August-29-19 10:03 AM
To: Kalsi, Nagina (SSC/SPC); Cirino, Erica (SSC/SPC); Lascu, Mihai (SSC/SPC); Lafleur, Isabelle (SSC/SPC)
Cc: SSC.F DGO-HRW / RHMT-BDG F.SPC; Ferreira, Nathalie (SSC/SPC); Fournier, Genevieve (SSC/SPC); Mitchell, Jessica (SSC/SPC); Malenfant, Karine (SSC/SPC)
Subject: 017831 - 2019 Shared Services Canada Awards of Excellence Ceremony / Prix d'excellence 2019 de Services partagés Canada

Hi,

SADM
https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/53754047

You will find enclosed for your review, the docket for the 2019 Shared Services Canada (SSC) Awards of Excellence Ceremony, to be held January 23, 2020, at 12:30 p.m. at 111 Sussex, Victoria Hall in Ottawa, ON.

Please note that this file will bypass the Briefing Correspondence Unit, and if approved the President is required to sign Memorandum to the President (MPD) and the Travel, Hospitality, Conference and Event Expenditures Pre-Approval Form

This Note to File was created by the Director General's Office (DGO), Human Resources and Workplace (HRW); any concerns should be directed to Vanessa Clervil, Acting Issues Manager, DGO-HRW, at 819-665-8348.

Docket overview:

1. **Routing Slip**
2. **Note to File**
3. **E-approval from the Director General, HRW**
4. **MPD**
5. **Annex A - Travel, Hospitality, Conference and Event Expenditures Pre-Approval Form**
6. **Annex B – Annotated Agenda**
7. **Annex C – Venue**
8. **Annex D – Audio Visual Equipment**
9. **Annex E – Catering**
10. **Annex F – Trophies**
11. **Annex G – Certificates**
12. **Annex H – Travel Cost**

Rafat Hamaty
Correspondence and Document Control Officer | Agente au contrôle des documents et de la correspondance
Director General HRW | Bureau de la directrice générale RH
Shared Services Canada | Services partagés Canada
105 Hôtel de Ville | 105 rue Hôtel de Ville
Gatineau, QC J8X 4H7 – 819-712-7844

Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: Hamaty, Rafat (SSC/SPC)
Sent: December-11-19 1:31 PM
To: Cirino, Erica (SSC/SPC); Lafleur, Isabelle (SSC/SPC); Groh, Megan (SSC/SPC)
Cc: SSC.F DGO-HRW / RHMT-BDG F.SPC; Mckay, Réa (SSC/SPC); Ferreira, Nathalie (SSC/SPC); Mitchell, Jessica (SSC/SPC)
Subject: 017845 - Annotated Agenda and Scenario Note - Awards of Excellence 2019

Hi,

Annotated Agenda and Scenario Note - Awards of Excellence 2019
https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/63651917

You will find enclosed for your review the docket for the 2019 Shared Services Canada Awards of Excellence Ceremony, Annotated Agenda and Scenario Note.
Please note that this file can be sent to BCU for Quality Control.

This Note to File was created by the Director General's Office (DGO), Human Resources and Workplace (HRW); any concerns should be directed to Johanne Racine, Office Manager, DGO-HRW, at 819-230-5270.

Docket overview:
1. **Routing Slip**
2. **Note to File**
3. **E-approval from the Director General, HRW**
4. **Signed MPD**
5. **Annotated Agenda**
6. **Scenario Note**

Thank you
Rafat Hamaty
Correspondence and Document Control Officer | Agente au contrôle des documents et de la correspondance
Director General Office HRW | Bureau de la directrice générale RHMT
Shared Services Canada | Services partagés Canada
105 Hôtel de Ville
Gatineau, QC J8X 4H7 – 819-712-7844

Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: Langley, Amanda (SSC/SPC)
Sent: October-31-19 3:54 AM
To: Racine, Johanne (SSC/SPC)
Cc: SSC.F DGO-HRW / RHMT-BDG F.SPC
Subject: RE: FOR YOUR REVIEW AND APPROVAL: BN Amendment - Hospitality - AoE 2019

Good morning,

Please QC this package and route to ADMO. Thank you for verifying the numbers.

Amanda

From: Langley, Amanda (SSC/SPC) <amanda.langley@canada.ca>
Sent: October 29, 2019 10:40 PM
To: Racine, Johanne (SSC/SPC) <johanne.racine@canada.ca>
Cc: SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>
Subject: FW: FOR YOUR REVIEW AND APPROVAL: BN Amendment - Hospitality - AoE 2019
Importance: High

For QC please, then I will sign.

From: Fournier, Genevieve (SSC/SPC)
Sent: October 29, 2019 8:41 AM
To: Langley, Amanda (SSC/SPC) <amanda.langley@canada.ca>
Cc: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>; Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>
Subject: FOR YOUR REVIEW AND APPROVAL: BN Amendment - Hospitality - AoE 2019
Importance: High

Good morning Amanda,

Attached are the documents related to the Awards of Excellence ceremony for your review and approval.

Amended BN for the AoE ceremony : https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=60302277

We estimate on inviting 13 regional employees and one employee from Paris, France.

All annexes and additional documents can be found on the following link (quotes, travel breakdown, routing slip) : https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objId=59977249&objAction=browse&viewType=1

Amanda must sign the two following documents before sending them to Mr. Cousineau:

- Annex A_travel, Hospitality : https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=54525365
- Routing Slip : https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=60296407

Merci,

Gen

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Ngamije-Gaga, Axel (SSC/SPC)

From: Beauchamp, Tanya (SSC/SPC)
Sent: November-04-19 3:18 PM
To: Hamaty, Rafat (SSC/SPC)
Cc: Roy, Martin (SSC/SPC); SSC.F DGO-HRW / RHMT-BDG F.SPC; Saumier, Nathalie (SSC/SPC)
Subject: RE: 017845 - Shared Services Canada Awards of Excellence Ceremony 2019 / Prix d'excellence 2019 de Services partagés Canada

Hi Rafat,

Thank you for the changes. You can now move forward with your request.

Tanya Beauchamp
Tel.: 819-664-0852
Tanya.Beauchamp@canada.ca

From: Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>
Sent: 4-Nov-19 3:05 PM
To: Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>
Cc: Roy, Martin (SSC/SPC) <martin.roy@canada.ca>; SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>; Saumier, Nathalie (SSC/SPC) <nathalie.saumier@canada.ca>
Subject: RE: 017845 - Shared Services Canada Awards of Excellence Ceremony 2019 / Prix d'excellence 2019 de Services partagés Canada

Hi Tanya,

As we discussed on Jabber
Can you please let me know once you approve the changes

Thanks
Rafat

From: Beauchamp, Tanya (SSC/SPC)
Sent: November 4, 2019 2:38 PM
To: Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>
Cc: Roy, Martin (SSC/SPC) <martin.roy@canada.ca>; SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>; Saumier, Nathalie (SSC/SPC) <nathalie.saumier@canada.ca>
Subject: RE: 017845 - Shared Services Canada Awards of Excellence Ceremony 2019 / Prix d'excellence 2019 de Services partagés Canada

Hi Rafat,

The memo has not been signed, this would need to be done before moving forward.

Tanya Beauchamp
Tel.: 819-664-0852

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Hi Nathalie,

Changes have been made to the Memo and pre approval form as requested. Please see the links below

Annex A_Travel, Hospitality, Conference and Event Expenditures Pre-Approval Form _ AoE 2019-V2.xlsx
https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/60865961

Memorandum - AoE 2019 Approval Request - 01-11-2019 (002).doc
https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/60992520

For your note below please note that the memo has been updated as follow
the estimated travel costs and local transportation expenses must be increased

Thank you
Rafat

From: Saumier, Nathalie (SSC/SPC)
Sent: November 1, 2019 10:24 AM
To: Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>
Cc: Roy, Martin (SSC/SPC) <martin.roy@canada.ca>; Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>
Subject: FW: 017845 - Shared Services Canada Awards of Excellence Ceremony 2019 / Prix d'excellence 2019 de Services partagés Canada

Hi Rafat,

We have reviewed your file, please see the comments bellow regarding travel costs.

Pre-Approval form:
Amount for gift should be **$5 011.55** (with taxes), red carpet and stanchions rental should be **$593.25** (with taxes)
Please check the box Government Facility
Approval Required from: please check the box President only, Expenditure Initiation add the name of Paul Glover

Memo:

We did some minor changes to the memo. Please find attached an updated version.

You will need to amend the memo with the new total cost of the event.

Note: in the memo it is mentioned: *the estimated hospitality expense must be increased* . The amount is the same as the first version, please confirm.

<< File: Memorandum - AoE 2019 Approval Request - 24-10-2019.doc >>

Thank you
Nathalie

Nathalie Saumier
Agente financière, Comptes payables |
Financial Officer, Accounts Payable
Opérations comptables | Accounting Operations
Services partagés Canada | Shared Services Canada
Terrasses de la Chaudière | Terrasses de la Chaudière
10, rue Wellington, 2-070 | 10 Wellington Street, 2-070

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Subject: RE: 017845 - Shared Services Canada Awards of Excellence Ceremony 2019 / Prix d'excellence 2019 de Services partagés Canada

Good afternoon,

I reviewed travel estimates and these are my comments:

- Meals' estimates for employees from east, west and central (with an overnight stay) are for 1 day only. These meals estimates should be for 2 days;
- Incidental for international employee should be for 3 days not 2;
- Lunch rate is now $20.60 not $20.10, please use meals and incidentals amounts from Appendix C - Allowances - Modules 1, 2 and 3;
- As per spreadsheet Annex H we have 14 travelers from regions, as per Annex B tab in the Annex A spreadsheet you mentioned 10 employees from regions and 290 from NCR. Please confirm number of employees attending this event (regions and from NCR).

Reminder:
- Please book accommodation from the Government of Canada Accommodation Directory;
- Please do not surpass City Rate Limits for accommodation. Please note that City Rate Limit for Ottawa is $200;
- Please ensure to book "economy class" flights;
- Please ensure to book "economy class" or "Business Class" rail. "Business Plus" is not allowed.

Merci / Thank you.

Rouba Saad
343-550-7776

From: Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>
Sent: October 31, 2019 10:49 AM
To: Saad, Rouba (SSC/SPC) <rouba.saad@canada.ca>
Cc: Saumier, Nathalie (SSC/SPC) <nathalie.saumier@canada.ca>; Roy, Martin (SSC/SPC) <martin.roy@canada.ca>; Beaudry, Benoit (SSC/SPC) <benoit.beaudry@canada.ca>
Subject: RE: 017845 - Shared Services Canada Awards of Excellence Ceremony 2019 / Prix d'excellence 2019 de Services partagés Canada

Voici Rouba.

<< File: Annex H - Travel Costs - AoE 2019 - 24-10-2019.xlsx >> << File: Annex I - Paris-Ottawa - International Flight Cost.docx >> << File: Annex_C_Venue 111 Sussex.pdf >> << File: Memorandum - AoE 2019 Approval Request - 24-10-2019.doc >> << Message: RE: FOR YOUR REVIEW AND APPROVAL: BN Amendment - Hospitality - AoE 2019 >> << File: 017845 - Routing Slip_.docx >> << File: Annex A_Travel, Hospitality, Conference and Event Expenditures Pre-Approval Form _ AoE 2019-V2.xlsx >> << File: Annex B_2019 SSC Awards of Excellence_Annotated Agenda_updated 21-10-2019.docx >> << File: Annex D_ Audio Visual.pdf >> << File: Annex E_Catering_ Tulips & Maple.pdf >> << File: Annex F_ Trophies (40).pdf >> << File: Annex G_Cetificates (300).pdf >>

Tanya Beauchamp
Tel.: 819-664-0852
Tanya.Beauchamp@canada.ca

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Je n'ai pas accès au lien GCDocs ci-dessous.

Merci / Thank you.

Rouba Saad
343-550-7776

From: Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>
Sent: October 31, 2019 10:33 AM
To: Saad, Rouba (SSC/SPC) <rouba.saad@canada.ca>; Beaudry, Benoit (SSC/SPC) <benoit.beaudry@canada.ca>
Cc: Saumier, Nathalie (SSC/SPC) <nathalie.saumier@canada.ca>; Roy, Martin (SSC/SPC) <martin.roy@canada.ca>
Subject: FW: 017845 - Shared Services Canada Awards of Excellence Ceremony 2019 / Prix d'excellence 2019 de Services partagés Canada

Bon matin Rouba,

Pouvez-vous vérifier la partie voyage de cet évènement. Il a un participant qui viens de Paris.

Tanya Beauchamp
Tel.: 819-664-0852
Tanya.Beauchamp@canada.ca

From: Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>
Sent: 31-Oct-19 10:12 AM
To: Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>; Saumier, Nathalie (SSC/SPC) <nathalie.saumier@canada.ca>
Cc: SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>
Subject: 017845 - Shared Services Canada Awards of Excellence Ceremony 2019 / Prix d'excellence 2019 de Services partagés Canada

Hi Tanya and Nathalie,

Please fine the documents in the link below for your review

https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/60858775

Thanks
Rafat Hamaty
Correspondence and Document Control Officer | Agente au contrôle des documents et de la correspondance
Director General Office HRW | Bureau de la directrice générale RHMT
Shared Services Canada | Services partagés Canada
105 Hôtel de Ville
Gatineau, QC J8X 4H7 – 819-712-7844

<< OLE Object: Picture (Device Independent Bitmap) >>

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s.19(1)

Ngamije-Gaga, Axel (SSC/SPC)

From: Hamaty, Rafat (SSC/SPC)
Sent: November-28-19 3:34 PM
To: Mitchell, Jessica (SSC/SPC); Racine, Johanne (SSC/SPC); Ferreira, Nathalie (SSC/SPC); Fournier, Genevieve (SSC/SPC)
Cc: SSC.F DGO-HRW / RHMT-BDG F.SPC
Subject: 17845 - Approved documents - SSC Awards of Excellence Ceremony 2019 - Hospitality AoE

Hi Jessica,

Please find the approved MPD in the link below
Final Signed
https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/63006180

Thanks
Rafat

From: Mitchell, Jessica (SSC/SPC)
Sent: November 28, 2019 1:58 PM
To: Racine, Johanne (SSC/SPC) <johanne.racine@canada.ca>; Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; Fournier, Genevieve (SSC/SPC) <genevieve.fournier@canada.ca>
Cc: SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>; Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>
Subject: RE: URGENT _ FW: CCM 17845

Good afternoon,

Please find the information requested below:

- Who is the employee from [redacted]
  - **Charles Nadeau**

- What is their title and short description of their job?
  - Group and level : CS-03
  - Title : Foreign Service Information Technology Professional
  - Summary of nomination (please find the full nomination attached) :

He has been pivotal in helping the team ensure the Network, WIFI and telephony services have been delivered for VAC's France sites. [redacted] he continued to work with the team and VAC staff to progress the implementation efforts. When technology was missing for single mode fiber, Charles took the initiative to procure GBICS to make sure the services were delivered on time in VIMY. In the interest of timely service, he purchased these with his own money—to be subsequently reimbursed.
Charles documented a comprehensive site assessment report for Beaumont Hamel, Vimy's Admin and Visitor's Education centers with details that are essential and still being referenced.

- Which sector do they work for?
  - Branch : NSDS
  - Data Networks and Intra Building Network

- Any other additional details that may be needed for the PO would be appreciated.
  - Nominators :
    - Sheldon Macdonald (CS-04, SDMB)
    - Sophie d'Auzac de Lamartine (EX-01, SDMB)
  - Nomination Category : Behind the scenes

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s.19(1)

Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

From: Racine, Johanne (SSC/SPC) <johanne.racine@canada.ca>
Sent: November 28, 2019 1:36 PM
To: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>; Fournier, Genevieve (SSC/SPC) <genevieve.fournier@canada.ca>
Cc: SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>
Subject: URGENT _ FW: CCM 17845
Importance: High

Can you please answer this urgent question.

The BN for the above mentioned file was approved by the PO today and will be returned shortly. There are a few questions regarding the international employee though.

- Who is the employee from [redacted]
- What is their title and short description of their job?
- Which sector do they work for?
- Any other additional details that may be needed for the PO would be appreciated.

Johanne Racine
Office Manager|Gestionnaire de bureau
DGO, Human Resources and Workplace| BDG Ressources humaines et milieu de travail
Services partagés Canada | Shared Services Canada
Mobile: 819-230-5270
Johanne.racine@canada.ca

From: Groh, Megan (SSC/SPC) <megan.groh@canada.ca>
Sent: November 28, 2019 1:30 PM
To: Racine, Johanne (SSC/SPC) <johanne.racine@canada.ca>; Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>; Ouedraogo, Olivia (SSC/SPC) <olivia.ouedraogo@canada.ca>
Cc: Cirino, Erica (SSC/SPC) <erica.cirino@canada.ca>; Lafleur, Isabelle (SSC/SPC) <isabelle.lafleur@canada.ca>; John, Jothi (SSC/SPC) <jothi.john@canada.ca>; Beck, Mélanie (SSC/SPC) <melanie.beck@canada.ca>
Subject: CCM 17845
Importance: High

****Due to SADMO by 14:30 today, due to PO 14:45****

Good afternoon HRW,

The BN for the abovev mentioned file was approved by the PO today and will be returned shortly. There are a few questions regarding the international employee though.

- Who is the employee from [redacted]
- What is their title and short description of their job?
- Which sector do they work for?
- Any other additional details that may be needed for the PO would be appreciated.

Thank you and muchly appreciated.

Megan
Megan Groh

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: Mitchell, Jessica (SSC/SPC)
Sent: January-20-20 4:07 PM
To: SSC.F DGO-HRW / RHMT-BDG F.SPC
Cc: Ferreira, Nathalie (SSC/SPC); Rozen-Rechels, Laurent (SSC/SPC); Blais2, Manon (SSC/SPC)
Subject: Amendments AoE 2019

Importance: High

Good day Rafat,

As discussed, unfortunately we had to change one of our Emcee's for the awards of Excellence Ceremony on January 23, 2020.

The two documents amended in the binder are:
Emcee Speaking Points:
https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=66199299

EVP Speaking Points:
https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=66190252

LINK TO BINDER DOCUMENTS : https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objId=65790796&objAction=browse

Thank you,

Jessica Mitchell

Formation linguistique, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569

Language Training, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

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ANNEX – SSC Awards of Excellence 2019 Recipient Distribution by Category

27 individual nominations

Administrative Professional (3):
- Jenny Coderre
- Terri Hastings
- Liliana Kolozsvari

Behind the Scenes (9) :
- Stéphane Blanchard
- Suzanne Collette
- Robert Edwards
- Terry Gill
- Emmanuel Kardaras
- Nathalie Lafond
- Charles Nadeau
- David Perry
- Bharat Sajwan

Collaboration (2):
- Marie-Annick Aubarbier
- Claire Niedbala

Creativity and Innovation (1):
- Ehsan Uddin Ahmed

Leadership (3) :
- Ted Francis
- Johanne Fulford
- Michelle Maragh

President's Outstanding Career Contribution (1) :
- Denis Goyer

Service Excellence (5):
- Marc- André Mongeon
- Christine Predovic
- Robert Sabourin
- Terry Vipond
- Jeffrey Wood

Workplace well-being (3):
- Louise Chénier
- Marc Gagnon
- Sonya Rawlings

11 team nominations

Behind the Scenes (3) :
- Accounts Receivable Team: 15 employees
- Briefing and Correspondence Unit: 8 employees
- Telecom Team - Verification, Contracts and VIP services (sales and agreements): 5 employees

Collaboration (1):
- Privy Council Office IT Infrastructure Team: 26 employees

Creativity and Innovation (1):
- Digital Lounge Team : 3 employees

Service Excellence (6):
- Network Operation Team: 8 employees
- Problem Management Committee Development Team : 8 employees
- SSC Video Conference Team : 15 employees
- Transport Canada GC WiFi Delivery Team : 7 employees
- Workplace Technology Services -Eastern Region Team: 29 employees
- Financial Management Advisor Team: 2 employees

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2019 SSC Awards of Excellence

ANNOTATED AGENDA

Time	Lead	Activity	Details / Speaking Points
8:30	Awards and Recognition Team	Room set-up	Set up displays, tables and material for speakers
12:00 (60 mins)	Awards and Recognition Team	Arrival of senior management, recipients and nominators	Greet senior management and guest
12:30 (30 mins)	Awards and Recognition Team	Arrival of the President, EVP and Emcee	Brief the President, EVP and Emcee on the scenario for the ceremony The group is invited to network and mingle with guests
1:00 (3 mins)	Emcee(s)	Opening of Ceremony and Introduction of Corporal Craig Kennedy	Emcee delivers welcoming remarks, provides an overview of the program and introduces Corporal Craig Kennedy who will sing the national anthem
1:03 (2 mins)	Corporal Craig Kennedy	National Anthem	Corporal Craig Kennedy sings the national anthem
1:05 (2 mins)	Emcee(s)	Introduction of President	Emcee thanks Corporal Craig Kennedy and invites the President to deliver his remarks from the podium
1:07 (20 mins)	President	Remarks	President delivers remarks from the podium
01:27 (50 mins)	Emcee (s)	Presentation of Employee Awards	Emcee thanks the President and proceeds to read the recipient names and brief summaries of accomplishments while the President and EVP present the recipients with their trophies Short videos presenting the categories are shown on the screens on either side of the stage

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Time	Lead	Activity	Details / Speaking Points
2:30 (30 mins)		Health Break	Refreshments served
3:15 (15 mins)	Emcee (s)	Presentation of Employee Awards	Emcee proceeds to read the recipient names and brief summaries of accomplishments while the President and EVP present the recipients with their trophies Short videos presenting the categories are shown on the screens on either side of the stage
3:15 (15 mins)	Emcee (s)	Presentation of Career Milestone Awards (45 years)	Emcee proceeds to read the employees names while the President and EVP present the recipients with a certificate
3:30 (2 mins)	Emcee (s)	Introduction of the EVP	EVP is invited to the podium
3:32 (15 mins)	EVP	Remarks	EVP delivers remarks from the podium
3:47 (10 mins)	Emcee (s)	Final Remarks	Emcee invites winning teams to gather at the front of the room for a group photo
3:57 (30 mins)	Awards and Recognition Team	Clean-up	All remaining items are packed and transported back to Human Resources and Workplace

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File Number: CCM #XXXXXX
SADM: Stéphane Cousineau, 613-670-1758
DG: Rose Kattackal, 819-956-7101

Security: Unclassified

MEMORANDUM TO THE PRESIDENT / EXECUTIVE VICE PRESIDENT

FOR DECISION

SUBJECT

Shared Services Canada Awards of Excellence – January, 2020

SUMMARY

The purpose of this memo is to invite you to the next Shared Services Canada (SSC) Awards of Excellence, scheduled for the end of January 2020, and to select the date that best fits your availability.

During the ceremony, SSC's Awards of Excellence recipients and senior management ~~across the country~~ will be invited to celebrate the efforts of those who went above and beyond their regular duties.

Due date: June 26, 2019

Reason: The Human Resources Workplace (HRW) Awards and Recognition team requires lead time to plan the logistics for the next Awards of Excellence venue, catering and trophies.

BACKGROUND

~~As agreed,~~ HRW is preparing to hold the next departmental SSC Awards of Excellence ceremony in January, 2020. The purpose of this ceremony is to honor SSC employees ~~across the country,~~ who will have gone above and beyond their regular duties, as individuals or as part of a team, to significantly contribute to the achievement of departmental and/or Government of Canada objectives.

The next award ceremony will last three hours (1:00pm-4:00pm), and follow ~~sensibly~~ the same roll out schedule as at the last ceremony~~last year~~, with a break midway through, for refreshments, socializing and networking.

…/2

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PARTICIPANTS:

The SSC Awards of Excellence recipients will be invited to attend the ceremony in person, and ten regional recipients will be invited to travel to the National Capital Region.

HRW is responsible for promoting participation with the recipients, the nominators and senior management.

COMMUNICATION PRODUCTS:

- Speaking notes for the President and EVP in line with Shared Services Canada 3.0 – An Enterprise Approach;
- A formal invitation to recipients and nominators; December, ~~2020~~2019
- A communique to employees announcing the winners; and
- A social media presence prior, during and after the ceremony; live streaming, or webcasting of the ceremony

DRAFT ANNOTATED AGENDA

Time	Lead	Activity	Details / Speaking Points
8:30	Awards and Recognition Team	Room set-up	Set up displays, tables and material for speakers
12:00 (60 mins)	Awards and Recognition Team	Arrival of senior management, recipients and nominators	Greet senior management and guest
12:30 (30 mins)	Awards and Recognition Team	Arrival of the President, EVP and Emcee	Brief the President, EVP and Emcee on the scenario for the ceremony The group is invited to network and mingle with guests
1:00 (3 mins)	Emcee(s)	Opening of Ceremony and Introduction of Corporal Craig Kennedy	Emcee delivers welcoming remarks, provides an overview of the program and introduces Corporal Craig Kennedy who will sing the national anthem
1:03 (2 mins)	Corporal Craig Kennedy	National Anthem	Corporal Craig Kennedy sings the national anthem

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Time	Lead	Activity	Details / Speaking Points
1:05 (2 mins)	Emcee(s)	Introduction of President	Emcee thanks Corporal Craig Kennedy and invites the President to deliver his remarks from the podium
1:07 (20 mins)	President	Remarks	President delivers remarks from the podium
01:27 (50 mins)	Emcee	Presentation of Employee Awards	Emcee thanks the President and proceeds to read the recipient names and brief summaries of accomplishments while the President and EVP present the recipients with their trophies Short videos presenting the categories are shown on the screens on either side of the stage
2:30 (30 mins)		Health Break	Refreshments served
3:00 (30 mns)	Emcee	Presentation of Employee Awards	Emcee proceeds to read the recipient names and brief summaries of accomplishments while the President and EVP present the recipients with their trophies Short videos presenting the categories are shown on the screens on either side of the stage
3:30 (2 mins)	Emcee	Introduction of the EVP	EVP is invited to the podium
3:32 (15 mins)	EVP	Remarks	EVP delivers remarks from the podium
3:47 (10 mins)	Emcee	Final Remarks	Emcee invites winning teams to gather at the front of the room for a group photo
3:57 (30 mins)	Awards and Recognition Team	Clean-up	All remaining items are packed and transported back to Human Resources and Workplace

KEY CONSIDERATIONS

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Confirmation of an acceptable location for the ceremony will ~~prove more challenging~~be required ~~if a date is not selec~~to select a venue~~cted~~ by mid-July, 2019.

~~There is also a~~A communications strategy will be ~~to put in~~ place ~~in advance~~ to maximize participation and allow regional employees to plan for their travel if they can attend in person.

OPTIONS

Your attendance and participation at the SSC Awards of Excellence would be greatly appreciated. We kindly ask that you select from one of the four dates below:

☐ 12:30pm-4:00pm, Wednesday, January 22, 2020	☐ 12:30pm-4:00pm, Thursday, January 23, 2020
☐ 12:30pm-4:00pm, Wednesday, January 29, 2020	☐ 12:30pm-4:00pm, Thursday, January 30, 2020

NEXT STEP(S)

Once the date is confirmed, the facilities will be reserved and the HRW Awards and Recognition team will continue the preparations to host the event.

RECOMMENDATION

Your presence would be greatly appreciated at the SSC Awards of Excellence to recognize and celebrate the great achievements of the employees.

Stéphane Cousineau
Senior Assistant Deputy Minister
Corporate Services

Paul Glover
President

Sarah Paquet
Executive Vice-President

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Ngamije-Gaga, Axel (SSC/SPC)

From: Mitchell, Jessica (SSC/SPC)
Sent: October-07-19 1:00 PM
To: Ferreira, Nathalie (SSC/SPC)
Subject: For you

Additional travel cost with AoE(12806.20) and 35+(15355.80): 17,268.00

Total travel cost for AoE and 35+ = 28,162.00

Total event amount = 29707 + 17268 = $46,975.00

Jessica Mitchell

Formation linguistique, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569

Language Training, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

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Ngamije-Gaga, Axel (SSC/SPC)

From: Mitchell, Jessica (SSC/SPC)
Sent: January-10-20 3:46 PM
To: Ferreira, Nathalie (SSC/SPC)
Subject: FW: APPROVED! SSC Awards of Excellence package

Good afternoon Nath,

For your information - the package for the AoE 2019 is now approved by everyone.

Thank you,
Jessica

From: Middlebrook, Ruth (SSC/SPC) <ruth.middlebrook@canada.ca>
Sent: January 8, 2020 12:45 PM
To: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Cc: Blais2, Manon (SSC/SPC) <manon.blais2@canada.ca>; Austen, Loredana (SSC/SPC) <loredana.austen@canada.ca>; Héroux, Pierre (SSC/SPC) <pierre.heroux@canada.ca>; Pidduck, Kristen (SSC/SPC) <kristen.pidduck@canada.ca>; Cheng, Cynthia (SSC/SPC) <cynthia.cheng@canada.ca>
Subject: APPROVED! SSC Awards of Excellence package

Hello Jessica,

We have full approval on the SSC Awards of Excellence package. If you need to make any changes to the Emcee Speaking Points, please feel free to do so (e.g. Manon mentioned to me this morning that Denis is now unable to come in person to receive his award).

We also have the My SSC text and communiqué with Digital Services for posting once the ceremony is underway. We have the social media with our colleagues to begin tweeting next Friday, January 17.

You still have one PowerPoint slide to finalize, and we can help you with the French once you're ready.

We will keep the speaking points for the President and the EVP back pocket and supply them if they request them.

On a related note, we don't have table number clips here in Comms. We recommend that you check with venue to see if they have them available. ☺

Thanks so much and here's to a successful awards ceremony!

Ruth

Emcee Speaking Points
Bilingual: https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=64668278

My SSC award recipient profiles (short 100 word summaries)
English: https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=64668997
French: https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=64887120

Social media snapshot
Bilingual: https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=64667822

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Bilingual: https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=64222187

Speaking Points for the EVP
Bilingual: https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=64661378

Ruth Middlebrook

Senior Communications Advisor, Strategic Account Management
Communications Branch
Shared Services Canada / Government of Canada
ruth.middlebrook@canada.ca / Tel: 343-999-5047

Conseillère principale en communications, Gestion des comptes stratégiques
Direction générale des communications
Services partagés Canada / Gouvernement du Canada
ruth.middlebrook@canada.ca / Tél. : 343-999-5047

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Ngamije-Gaga, Axel (SSC/SPC)

From: Ferreira, Nathalie (SSC/SPC)
Sent: June-25-19 8:16 AM
To: Malenfant, Karine (SSC/SPC); Blais2, Manon (SSC/SPC)
Subject: FW: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/Call Out for the SSC Awards of Excellence DG Selection Committee

Mesdames,

Voici pour votre action. Dès que nous aurons les noms des DG, il faudra réserver leur calendrier (deux ou trois dates en septembre pour prévenir des annulations de dernière minute). Merci.

Nathalie

From: Kattackal, Rose (SSC/SPC)
Sent: June 25, 2019 8:01 AM
To: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>; Philippe, Jennifer (SSC/SPC) <jennifer.philippe@canada.ca>
Cc: Blais2, Manon (SSC/SPC) <manon.blais2@canada.ca>; Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>; Roy-Lavoie2, Frederique (SSC/SPC) <frederique.roy-lavoie2@canada.ca>; Fournier, Genevieve (SSC/SPC) <genevieve.fournier@canada.ca>; Kolozsvari, Liliana (SSC/SPC) <liliana.kolozsvari@canada.ca>; Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Subject: RE: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/Call Out for the SSC Awards of Excellence DG Selection Committee

Hi – thanks

DGO please go ahead and cc the ADMOs

From: Ferreira, Nathalie (SSC/SPC)
Sent: June 22, 2019 6:38 AM
To: Kattackal, Rose (SSC/SPC) <rose.kattackal@canada.ca>; SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>; Philippe, Jennifer (SSC/SPC) <jennifer.philippe@canada.ca>
Cc: Blais2, Manon (SSC/SPC) <manon.blais2@canada.ca>; Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>; Roy-Lavoie2, Frederique (SSC/SPC) <frederique.roy-lavoie2@canada.ca>; Fournier, Genevieve (SSC/SPC) <genevieve.fournier@canada.ca>; Kolozsvari, Liliana (SSC/SPC) <liliana.kolozsvari@canada.ca>; Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Subject: Avis d'intérêt pour le comité de sélection de DG pour les Prix d'excellence de SPC/Call Out for the SSC Awards of Excellence DG Selection Committee

Good morning Rose,

Please find below, for your review and approval, the call out to be sent to ADMs on your behalf, to solicit their help in selecting a DG that will form part of the assessment/selection committee for the Awards of Excellence. As soon as we receive their selected Branch representatives, we will book a couple of dates in their calendars in September for the exercise, and then, two dates in October for the ADM review.

(English follows)

Chers collègues,

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Veuillez transmettre le nom de la personne qui représentera votre direction générale à Prix et reconnaissances d'ici le 12 juillet 2019.

Pour de plus amples informations, veuillez communiquer avec Nathalie Ferreira (Nathalie.Ferreira@canada.ca).

Merci de votre appui et de votre collaboration continus.

Dear colleagues,

In preparation for the SSC Awards of Excellence (AoE) that will take place in January, 2020, we are seeking a Director General from each Branch to form the AoE Selection Committee.

The role of the committee members involves participating in the AoE review and assessment process of the nominations received. Administrative support, guidance and material pertaining to this exercise will be provided to the members by the Awards and Recognition team.

Once the committee formed, Director Generals will receive a notification in their calendars of the nomination assessment exercise that will take place end September, 2019.

Please provide the name of your Branch representative to Awards and Recognition by 12 July, 2019.

Do not hesitate to contact Nathalie Ferreira (Nathalie.Ferreira@canada.ca), for all questions pertaining to this event.

Thank you for your ongoing support and collaboration.

Rose Kattackal
DG, Ressources humaines et milieu de travail
Services partagés Canada /
DG, Human Resources and Workplace
Shared Services Canada
rose.kattackal@canada.ca

Nathalie Ferreira

Directrice, apprentissage et perfectionnement, gestion du rendement, prix et reconnaissance,
Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Nathalie.Ferreira@canada.ca / Tél. Cell. : 613-415-6947

Director, Learning & Development, Performance Management, Awards and Recognition,
Corporate Services Branch
Shared Services Canada / Government of Canada
Nathalie.Ferreira@canada.ca / Cel : 613-415-6947

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Ngamije-Gaga, Axel (SSC/SPC)

From: Mitchell, Jessica (SSC/SPC)
Sent: December-24-19 9:02 AM
To: Ferreira, Nathalie (SSC/SPC)
Subject: FW: FOR ACTION: 17845 Annotated Agenda for Awards Ceremony

Importance: High

FOR YOU ☺
017845 - AA -2019 Shared Services Canada Awards of Excellence Ceremony - FINAL.DOCX
https://gcdocs.gc.ca/ssc-spc/llisapi.dll/link/64281945

SN
https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=64286306

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Ngamije-Gaga, Axel (SSC/SPC)

From: Ferreira, Nathalie (SSC/SPC)
Sent: July-15-19 9:31 AM
To: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Cc: Kattackal, Rose (SSC/SPC)
Subject: FW: FOR REVIEW: Accessibility Submission for SSC Awards of Excellence 2019 / Prix d'excellence 2019 de SPC
Attachments: nomination-log-2019-registre-mises-candidatures-2019 (Accessibility).xlsx

Good morning Rose,

Will do.

Manon and Karine – Please include and action. Thank you.

Nathalie

From: Kattackal, Rose (SSC/SPC)
Sent: July 15, 2019 9:14 AM
To: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>
Cc: SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>
Subject: FW: FOR REVIEW: Accessibility Submission for SSC Awards of Excellence 2019 / Prix d'excellence 2019 de SPC

Hi – please include

From: Frank, Aaron (SSC/SPC)
Sent: July 15, 2019 9:11 AM
To: Archibald, Shannon (SSC/SPC) <shannon.archibald@canada.ca>; Kattackal, Rose (SSC/SPC) <rose.kattackal@canada.ca>
Cc: Quinn, Sue (SSC/SPC) <sue.quinn@canada.ca>; Destro, Katharine (SSC/SPC) <katharine.destro@canada.ca>; Srivastava, Sonali (SSC/SPC) <sonali.srivastava@canada.ca>
Subject: FOR REVIEW: Accessibility Submission for SSC Awards of Excellence 2019 / Prix d'excellence 2019 de SPC

Hi Shannon, Rose,

We would like to table a group nomination for 22 CSB employees, in recognition of contributions to the Accessible Canada Act. I have attached the nomination form **for your review**, which is due this Friday, July 19th.

The 22 individuals in the attachment, includes 1 person from our SSC Accessibility Secretariat, 2 from HRW, 2 from PVR, and 17 from the AAACT team itself.

Members of this group collaborated on the following significant accomplishments, which have resulted in SSC being recognized as one of the leaders of accessibility across the public service:

- Developed the Budget 2019 proposal, including its GBA+ analysis and all other required documentation, to position the AAACT team to support the GC commitment of hiring 5,000 persons with disabilities over 5 years. Our budget proposal was successful, with our full ask being incorporated into Budget 2019 for SSC

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- Led by example through ongoing efforts to remove technological barriers in the workplace through supporting employees with disabilities, injuries and ergonomic requirement, and by providing access to systems, programs, information, computers, and computer resources. Members also provided testing support and technical expertise to other Departments for new GC-wide systems and initiatives.

Pat Breton and Pat Comtois are aware and support that 2 PVR employees are included in this nomination.

With best regards, Aaron

From: SharedServicesCanada / ServicespartagésCanada (SSC/SPC)
Sent: June 21, 2019 11:31 AM
Subject: SSC Awards of Excellence 2019 / Prix d'excellence 2019 de SPC

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La version française suit la version anglaise June 21, 2019 | Le 21 juin 2019

SSC Awards of Excellence 2019: Nominate someone today!

The SSC Awards of Excellence honours employees who exceed the scope of their work as well as those who do their work well and in an exemplary way, which contributes significantly to the priorities and achievement of SSC and/or Government of Canada's objectives. Submit your nominations **by July 19, 2019**.

By recognizing your colleagues, you help us foster a culture of recognition where work is valued. Please take the time to nominate your well-deserving colleagues for these awards.

Check out the SSC Awards of Excellence on My SSC for all the details. Recipients will be recognised during a ceremony to be held in January 2020.

We look forward to celebrating with you.

Rose Kattackal
Director General
Human Resources and Workplace

Back to top of English section

Prix d'excellence 2019 de SPC : proposez la candidature d'une personne aujourd'hui!

Les Prix d'excellence de SPC visent à honorer les employés dont les efforts ont dépassé leurs tâches habituelles ainsi que ceux qui font un bon travail de façon exemplaire et qui contribuent grandement à l'atteinte des priorités et des réalisations de SPC ou du gouvernement du Canada. Faites-nous parvenir vos mises en candidature d'ici **le 19 juillet 2019**.

En récompensant vos collègues, vous nous aidez à créer une culture de reconnaissance où le travail est valorisé. Prenez quelques instants pour proposer vos collègues méritants pour ces prix.

Consultez les Prix d'excellence de SPC, sur Mon SPC, pour connaître tous les détails. Les récipiendaires seront récompensés lors d'une cérémonie qui aura lieu en janvier 2020.

Nous avons hâte de célébrer avec vous.

Rose Kattackal
Directrice générale
Ressources humaines et milieu de travail

Retour au début de la section française

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Ngamije-Gaga, Axel (SSC/SPC)

From: Blais2, Manon (SSC/SPC)
Sent: January-13-20 11:55 AM
To: Ferreira, Nathalie (SSC/SPC)
Subject: FW: For your review - BN to President- MPD_ Proposed Recipients for 2019 SSC Awards of Excellence

Importance: High

From: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Sent: November 7, 2019 9:58 AM
To: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>
Cc: Blais2, Manon (SSC/SPC) <manon.blais2@canada.ca>; Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>
Subject: For your review - BN to President- MPD_ Proposed Recipients for 2019 SSC Awards of Excellence
Importance: High

Good morning Nath,

We just received the final ADM approval for the list of recipients.
Please find the BN to the president containing a summary of the proposed recipients. https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objId=60506863&objAction=browse&viewType=1

In the folder you will find the following documents:

BN:
https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=60504262

Annex A (proposed recipients distribution) :
https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=60590867

Routing slip:
https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=60509492

We also included the AoE Timeline, please advise if you wish to keep it there or remove it from the package:
https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=61465930

FYI - I spoke with Jothi yesterday and she said :
We don't feel we need another BN for approval of list of recipients.
Once we receive approval on the BN presented today, your team can start work with the planning/logistics etc.

Merci,
Jessica Mitchell

From: Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>
Sent: November 7, 2019 9:24 AM
To: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Subject: MPD_ Proposed Recipients for 2019 SSC Awards of Excellence

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Ngamije-Gaga, Axel (SSC/SPC)

From: Executives Network / Reseau cadres superieurs (SSC/SPC)
Sent: July-08-19 3:25 PM
To: Mitchell, Jessica (SSC/SPC); Knight, Jenny (SSC/SPC); Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: FW: Prix d'excellence 2019 de SPC : proposez la candidature d'une personne aujourd'hui! - SSC Awards of Excellence 2019: Nominate someone today!

Importance: High

English version follows

Prix d'excellence 2019 de SPC : proposez la candidature d'une personne aujourd'hui!

Les Prix d'excellence de SPC visent à honorer les employés dont les efforts ont dépassé leurs tâches habituelles ainsi que ceux qui font un bon travail de façon exemplaire et qui contribuent grandement à l'atteinte des priorités et des réalisations de SPC ou du gouvernement du Canada. Faites-nous parvenir vos mises en candidature d'ici **le 19 juillet 2019**.

En récompensant vos collègues, vous nous aidez à créer une culture de reconnaissance où le travail est valorisé. Prenez quelques instants pour proposer vos collègues méritants pour ces prix.

Consultez les Prix d'excellence de SPC, sur Mon SPC, pour connaître tous les détails. Les récipiendaires seront récompensés lors d'une cérémonie qui aura lieu en janvier 2020.

Nous avons hâte de célébrer avec vous.

Rose Kattackal
Directrice générale
Ressources humaines et milieu de travail

SSC Awards of Excellence 2019: Nominate someone today!

The SSC Awards of Excellence honours employees who exceed the scope of their work as well as those who do their work well and in an exemplary way, which contributes significantly to the priorities and achievement of SSC and/or Government of Canada's objectives. Submit your nominations **by July 19, 2019**.

By recognizing your colleagues, you help us foster a culture of recognition where work is valued. Please take the time to nominate your well-deserving colleagues for these awards.

Check out the SSC Awards of Excellence on My SSC for all the details. Recipients will be recognized during a ceremony to be held in January 2020.

We look forward to celebrating with you.

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File Number: #017845
SADM: Stephane Cousineau, 613-670-1758
DG: Amanda Langley, 613-240-9999

Security: Unclassified

MEMORANDUM TO THE PRESIDENT AND THE EXECUTIVE-VICE PRESIDENT

FOR DECISION

SUBJECT

Shared Services Canada Awards of Excellence Ceremony 2019/ Prix d 'excellence 2019 de Services partagés Canada

SUMMARY

This amendment to the memorandum is to request your approval for the 2019 Shared Services Canada (SSC) Awards of Excellence Ceremony, to be held January 23, 2020, at 12:30 p.m. at 111 Sussex, Victoria Hall in Ottawa, ON.

The attached Travel, Hospitality, Conference and Event Expenditures Pre-Approval Form (Annex A) complies with the Treasury Board's *Directive on Travel, Hospitality, Conference and Event Expenditures.*

Due to a high number of regional participants, the amended estimated non-recoverable cost is now $41,037.32 including taxes and a 10-percent contingency. The total amount also includes a hospitality expense (catering) of $2,962.61. This event does not exceed $50,000.

As you will be participating in the event, the approval of the Chief Financial Officer is required for the hospitality portion of this event request to avoid the perception of personal benefit.

I recommend you approve this event request.

Due date: November 15, 2019

Reason: Ceremony expenses must be approved before reservations can be made.

BACKGROUND

…/2

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The SSC Awards of Excellence honours employees throughout the country for their work as individuals, or as part of a team whose efforts went above and beyond their regular duties, and contributed significantly to the achievement of departmental and/or the Government of Canada objectives.

In 2018, a total of 39 awards were given to 1,162 recipients. The total cost of the ceremony was $37,839.25, taxes included. In 2018, 10 regional employees were invited to the ceremony.

KEY CONSIDERATIONS

The initial estimated non-recoverable cost for the request was $29,707.65, taxes included.

Given the number of regional nominations received for the 2019 Awards of Excellence ceremony, the estimated travel costs and local transportation expenses must be increased. We will invite 13 regional employees and one international employee (from France). We have also invited seven employees who reached 45 years of service in 2019. However, only one employee, from Ottawa, accepted the invitation and will attend the Awards of Excellence Ceremony.

The amended estimated non-recoverable cost for the request amounts to $41,037.32, including taxes and a 10-percent contingency. The total amount also includes a hospitality expense (catering) of $2,962.61.This event does not exceed $50,000.

NEXT STEPS

Subject to your approval, the Awards and Recognition team will continue preparations to host the event and make the appropriate arrangements.

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RECOMMENDATION

I recommend you approve this event, estimated at $41,037.32 taxes included.

Stéphane Cousineau
Senior Assistant Deputy Minister
Corporate Services

Approved	☐
Not approved	☐
Briefing required	☐

Paul Glover
President

Sarah Paquet
Executive Vice-President

Attachments

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Shared Services Canada Awards of Excellence Ceremony 2019

Seventh Annual Ceremony

22 January, 2020

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Shared Services Canada Awards of Excellence 2019 Ceremony

This memorandum is to provide you with notice of Shared Services Canada's seventh annual Awards of Excellence ceremony, which will be held January 23, 2020, at 12:30pm at 111 Sussex, Victoria Hall, in Ottawa, Ontario.

The event will honour employees throughout Canada for their work as individuals or as part of a team, whose efforts went above and beyond their regular duties and contributed significantly to the achievement of the Department's and/or the Government of Canada's objectives.

Attendees will include SSC Senior Management, Awards of Excellence recipients from across the country, and nominators.

President, Paul Glover and Executive Vice President, Sarah Paquet will be speaking at this event.

A total of 38 awards will be presented to 153 employees from across the Department. The breakdown is as follows:

- 27 individual nominations
- 11 team nominations

Recipients will be invited on the stage to receive their trophies, presented by President Paul Glover and EVP Sarah Paquet. The trophies will be distributed according to the following categories being celebrated (see Annex for the recipient distribution by category):

- Leadership
- Collaboration
- Creativity and innovation
- Service excellence
- "Behind the Scenes"
- Workplace well-being
- Administrative professional
- President's Outstanding Career contribution

There will be a break for networking, mid-way through the ceremony, and refreshments will be served. Award presentations will continue after the break, until the closing of the ceremony, at 4:00pm, at which point, recipients will be invited to take pictures with the President and the EVP.

A photographer will also take pictures for SSC's Social Media platforms and a photo booth will be available for employees.

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TRAVEL, HOSPITALITY, CONFERENCE AND EVENT EXPENDITURES PRE-APPROVAL FORM / FORMULAIRE D'APPROBATION PRÉALABLE DES DÉPENSES DE VOYAGES, D'ACCUEIL, DE CONFÉRENCES ET D'ÉVÉNEMENTS

(to enter the amounts, please first complete annexes A & B / pour entrer les montants, veuillez svp compléter les annexes A & B en premier)

EVENT TITLE / TITRE DE L'ÉVÉNEMENT	2019 SSC Awards of excellence/Prix d'excellence 2019 de SPC	**START DATE / DÉBUT**
PURPOSE / BUT	This event is part of the SSC Awards and Recognition Program/cet évènement fais partie du programme des Prix de reconnaissances de SPC	23-Jan-20
BRANCH / DIRECTION GÉNÉRALE	Human Resources and Workplace/Ressources humaines et milieu de travail	**END DATE / FIN**
COST CENTRE / CENTRE DE COÛT	510641	23-Jan-20
ADDRESS & CITY / ADRESSE & VILLE	111 Sussex Drive, Ottawa, ON	
NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS	300	

Hospitality Costs - Meals and refreshments / Coûts reliés à l'accueil - Repas et rafraîchissements (Annex(e) A)		$ 2,962.61
Comments / Commentaires:		
Travel Costs and Local Transportation / Coûts de voyage et déplacements locaux (Annex(e) B - Annex(e) C)		$ 20,332.35
Comments / Commentaires: Travel is based on an estimate of 15 regional participants and one international participant (Paris, France).		
Other Costs / Autres coûts (incl. taxes, gratuities or admin. fees / incl. taxes, pourb. ou frais)		
Rental of Facility / Location d'établissement	$ 2,300.00	
Equipment Rental / Location d'équipement	$ 3,069.29	
Professional Services / Services professionnels	$ -	
Conference Fees / Frais de participation à une conférence	$ -	
Employee Token Gifts (recognition events) / Cadeaux symboliques pour employés (événements de reconnaissance)	$ 5,011.55	
Interpretation Services / Services d'interprétation	$ -	
Other (specify) / Autres (spécifier): various supplies ($2,187.60), photobooth ($850.00)	$ 3,037.60	
Other (specify) / Autres (spécifier): red carpet and stanchions rental	$ 593.25	
TOTAL OTHER COSTS / TOTAL DES AUTRES COÛTS		$ 14,011.69
TOTAL PROJECTED COST OF EVENT / COÛT TOTAL PRÉVU DE L'ÉVÉNEMENT		$ 37,306.65
Contingency (10%) / Imprévus (10%)		$ 3,730.67
TOTAL COST OF EVENT / COÛT TOTAL DE L'ÉVÉNEMENT		$ 41,037.32

Restrictions for hospitality to federal gvt persons only / Restrictions pour l'accueil servi à des employés du gouv. fédéral seulement
IMPORTANT - Can be provided hospitality only in situations where / IMPORTANT - Accueil fourni seulement dans les situations où
(Please check the box(es) applicable to your situation / SVP cocher la ou les cases applicables à votre situation)

1 - Requirement to work beyond normal working hours (e.g. during breaks or outside normal business hours) / Exigence de travailler au-delà des heures normales (par exemple durant pauses ou à l'extérieur des heures normales de travail)	☐
2 - No nearby or appropriate facilities to obtain refreshments-meals or where staff dispersal is not effective or efficient / Aucune installation à proximité pour obtenir des rafraîchissements-repas et/ou la dispersion du personnel ne serait pas efficace ou efficiente	☐
3 - Federal government persons are required to be part of an event including participants that are not employees of the GoC / Les employés du gouvernement fédéral sont tenus de prendre part à une activité pour laquelle participent des personnes qui ne sont pas des employés du GdC	☑

Governmental Facility / Établissement du gouvernement

The choice of location is a governmental facility / L'établissement choisi est un établissement du gouvernement	YES/OUI ☑
Provide a justification if the choice of location is **NOT** a gvt facility / Veuillez fournir une justification si l'établissement choisi **n'est pas** gouvernemental :	

Documents to attach to the request / Documents à joindre à la demande

List of attendees (GoC and non employees) / Liste des participants (employés du GdC et personnes externes)	☐
Estimates to support event costs / Estimé attestant les coûts	☑
Agenda / Ordre du jour	☑

Approval Required / Approbation requise (Only one checkbox must be checked / Seulement une case doit être sélectionnée)

The request requires approval from / La demande exige l'approbation de	Minister/Ministre	President/Président	SDM/CSM	CFO/CDF	DG	Sr. Director/ Directeur prin.	Director/Directeur
	☐	☑	☐	☐	☐	☐	☐

APPROVAL / APPROBATION

Section 32 of the FAA (Commitment of funds) - Article 32 de la LGFP (Engagement des fonds)

Print Name - Nom en lettres moulées | Signature | Date

Expenditure Initiation (Pre-approval) - Engagement de la dépense (Approbation préalable)

Paul Glover

Print Name - Nom en lettres moulées | Signature | Date

The following signatures are mandatory when the Minister or President approval is required. (Reserved for Finance) / Les signatures suivantes sont exigées lorsque l'approbation de la ministre ou du président est requise. (Réservé pour Finances)

Reviewed by / Révisé par

Director, Accounting Operations / Directeur, opérations comptables | Signature | Date

Deputy Chief Financial Officer OR Comptroller / Dirigeante principale adjointe des finances OU Contrôleure | Signature | Date

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TRAVEL, HOSPITALITY, CONFERENCE AND EVENT EXPENDITURES PRE-APPROVAL FORM / FORMULAIRE D'APPROBATION PRÉALABLE DES DÉPENSES DE VOYAGES, D'ACCUEIL, DE CONFÉRENCES ET D'ÉVÉNEMENTS

(to enter the amounts, please first complete annexes A & B / pour entrer les montants, veuillez svp compléter les annexes A & B en premier)

Chief Financial Officer* OR Deputy Chief Financial Officer / Dirigeant principal des finances* OU Dirigeante principale adjointe des finances	Signature	Date
**** I approve the hospitality portion and I recommend the event for President's approval / J'appouve la portion d'accueil et recommande l'événement pour l'approbation du président***	☐	

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Ngamije-Gaga, Axel (SSC/SPC)

From: Kattackal, Rose (SSC/SPC)
Sent: June-14-19 7:20 AM
To: Ferreira, Nathalie (SSC/SPC)
Cc: Rozen-Rechels, Laurent (SSC/SPC); Philippe, Jennifer (SSC/SPC); SSC.F DGO-HRW / RHMT-BDG F.SPC
Subject: RE: BN to the President - EVP - Awards of Excellence Jan2020.lrrDOCX
Attachments: BN to the President - EVP - Awards of Excellence Jan2020.lrrDOCXrk.docx

Thanks – please see my changes.

DGO – please send up.

Rose Kattackal
DG, Ressources humaines et milieu de travail | DG, Human Resources and Workplace
Services partagés Canada | Shared Services Canada
rose.kattackal@canada.ca

From: Ferreira, Nathalie (SSC/SPC)
Sent: June 11, 2019 11:41 AM
To: Kattackal, Rose (SSC/SPC) <rose.kattackal@canada.ca>
Cc: Rozen-Rechels, Laurent (SSC/SPC) <laurent.rozen-rechels@canada.ca>; Philippe, Jennifer (SSC/SPC) <jennifer.philippe@canada.ca>; SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>
Subject: BN to the President - EVP - Awards of Excellence Jan2020.lrrDOCX

Good morning Rose,

As discussed, please find attached the BN (including the annotated agenda) to the President and EVP, requesting the selection of their preferred date for the Awards of Excellence Ceremony.

Please do not hesitate, should you have any questions or require modifications.

Thank you.

Nathalie

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Ngamije-Gaga, Axel (SSC/SPC)

From: Kattackal, Rose (SSC/SPC)
Sent: July-22-19 10:45 AM
To: Ferreira, Nathalie (SSC/SPC)
Cc: Mitchell, Jessica (SSC/SPC); Blais2, Manon (SSC/SPC); Malenfant, Karine (SSC/SPC)
Subject: RE: New Quote Request - Number 72 - Red Carpet and Stanchions

Please go ahead

From: Ferreira, Nathalie (SSC/SPC)
Sent: July 22, 2019 10:41 AM
To: Kattackal, Rose (SSC/SPC) <rose.kattackal@canada.ca>
Cc: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>; Blais2, Manon (SSC/SPC) <manon.blais2@canada.ca>; Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>
Subject: FW: New Quote Request - Number 72 - Red Carpet and Stanchions

Good morning Rose,

In keeping with the President's request to upscale the Awards of Excellence ceremony (i.e. make it a red carpet event), here is an idea the A&R team proposed and Comms thought it was good. If you support, we will include it in our Hospitality BN The cost for the display as is will be minimal: $725.

Please do not hesitate, if you have any questions.

Nathalie

http://creativeedgestudio.ca/product/awards-statue/

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Ngamije-Gaga, Axel (SSC/SPC)

From: McKay, Réa (SSC/SPC)
Sent: January-22-20 10:58 AM
To: John, Jothi (SSC/SPC)
Cc: Cousineau, Stephane (SSC/SPC); Ferreira, Nathalie (SSC/SPC); SSC.F DGO-HRW / RHMT-BDG F.SPC
Subject: RE: One pager on Awards of Excellence for MINO
Attachments: One-pager to the Minister - SSC Awards of Excellence 2019 Ceremony.docx; ANNEX - SSC AoE 2019 Approved Recipient Distribution by Category.pptx

Jothi

Please find attached a one pager with an additional annex that provides the names of the winners. We chose to go with a one page format instead of a briefing note, but please advise if PO prefers a BN and we can make the adjustments but we felt this fit better with the request.

If you have any questions, Nathalie Ferreira is available as well.

Thanks

Réa McKay
Director General|Directrice générale
Human Resources and Workplace| Ressources humaines et milieu de travail
Services partagés Canada | Shared Services Canada
Mobile: 613-282-4478
Rea.mckay@canada.ca

From: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Sent: January 22, 2020 8:44 AM
To: McKay, Réa (SSC/SPC) <rea.mckay@canada.ca>
Cc: Cousineau, Stephane (SSC/SPC) <stephane.cousineau@canada.ca>
Subject: RE: One pager on Awards of Excellence for MINO

Good morning Rea – Apologies for the short notice, but I was just requested by PO to prepare a one pager to the Minister advising her of the SSC Awards of Excellence and we should also include in the one pager the Categories that are being considered for the Awards.
This is due to PO ASAP, as the event is tomorrow ☹.

Really sorry for the short timelines.

Jothi
613-854-6641

-------- Original message --------
From: "McKay, Réa (SSC/SPC)" <rea.mckay@canada.ca>
Date: 2020-01-21 5:04 PM (GMT-05:00)
To: "John, Jothi (SSC/SPC)" <jothi.john@canada.ca>
Subject: FW: One pager on Awards of Excellence for MINO

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From: McKay, Réa (SSC/SPC)
Sent: January 21, 2020 3:33 PM
To: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>
Subject: FW: One pager on Awards of Excellence for MINO

Nathalie
Please advise.

Réa McKay
Director General|Directrice générale
Human Resources and Workplace| Ressources humaines et milieu de travail
Services partagés Canada | Shared Services Canada
Mobile: 613-282-4478
Rea.mckay@canada.ca

From: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Sent: January 21, 2020 3:07 PM
To: McKay, Réa (SSC/SPC) <rea.mckay@canada.ca>
Subject: FW: One pager on Awards of Excellence for MINO

Good day Rea – Could you please confirm whether or not CSB prepared a one pager last year and if we have any intent to prepare a one pager this year for Mino.

Thank you!
Jothi
613-854-6641

From: Lafontaine, Justin (SSC/SPC) <justin.lafontaine@canada.ca>
Sent: January 21, 2020 2:57 PM
To: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Subject: One pager on Awards of Excellence for MINO

Hi Jothi,

Do you know if CSB has prepared a one pager on the Awards of Excellence for MINO? Apparently one was prepared last year but we haven't seen it yet.

Thanks a lot!
Justin Lafontaine
Strategic Advisor, Office of the President and EVP
Shared Services Canada / Government of Canada
justin.lafontaine@canada.ca / Tel: 613-324-2258
Conseiller stratégique, Bureau du président et de la première vice-présidente
Services partagés Canada / Gouvernement du Canada
justin.lafontaine@canada.ca / Tél: 613-324-2258

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Communiqué en vertu de la *Loi sur l'accès à l'information*

Ngamije-Gaga, Axel (SSC/SPC)

From: McKay, Réa (SSC/SPC)
Sent: January-21-20 5:05 PM
To: Ferreira, Nathalie (SSC/SPC)
Subject: RE: One pager on Awards of Excellence for MINO

Thanks.

Réa McKay
Director General|Directrice générale
Human Resources and Workplace| Ressources humaines et milieu de travail
Services partagés Canada | Shared Services Canada
Mobile: 613-282-4478
Rea.mckay@canada.ca

From: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>
Sent: January 21, 2020 4:29 PM
To: McKay, Réa (SSC/SPC) <rea.mckay@canada.ca>
Subject: RE: One pager on Awards of Excellence for MINO

Good afternoon Réa,

There was no one pager on the Awards of Excellence prepared for MINO last year. When the question to extend an invitation to the Parliamentary Secretariat was raised (by the ADMO) to his office last year, the President decided he did not want an invitation sent out as this ceremony was meant to be internal to SSC. Consequently, a one pager was not prepared.

Please do not hesitate, should you have any further questions.

Nathalie

From: McKay, Réa (SSC/SPC)
Sent: January 21, 2020 3:33 PM
To: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>
Subject: FW: One pager on Awards of Excellence for MINO

Nathalie
Please advise.

Réa McKay
Director General|Directrice générale
Human Resources and Workplace| Ressources humaines et milieu de travail
Services partagés Canada | Shared Services Canada
Mobile: 613-282-4478
Rea.mckay@canada.ca

From: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Sent: January 21, 2020 3:07 PM
To: McKay, Réa (SSC/SPC) <rea.mckay@canada.ca>
Subject: FW: One pager on Awards of Excellence for MINO

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To: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Subject: One pager on Awards of Excellence for MINO

Hi Jothi,

Do you know if CSB has prepared a one pager on the Awards of Excellence for MINO? Apparently one was prepared last year but we haven't seen it yet.

Thanks a lot!

Justin Lafontaine

Strategic Advisor, Office of the President and EVP
Shared Services Canada / Government of Canada
justin.lafontaine@canada.ca / Tel: 613-324-2258

Conseiller stratégique, Bureau du président et de la première vice-présidente
Services partagés Canada / Gouvernement du Canada
justin.lafontaine@canada.ca / Tél: 613-324-2258

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Ngamije-Gaga, Axel (SSC/SPC)

From: Kattackal, Rose (SSC/SPC)
Sent: November-28-19 4:16 PM
To: RSVP/RSVP (SSC/SPC); Kolozsvari, Liliana (SSC/SPC)
Cc: Ferreira, Nathalie (SSC/SPC)
Subject: RE: SSC Awards of Excellence 2019 – Congratulations! Prix d'excellence de SPC 2019– Félicitations!

Bien fait Liliana!

From: RSVP/RSVP (SSC/SPC)
Sent: November 28, 2019 11:43 AM
To: Kolozsvari, Liliana (SSC/SPC) <liliana.kolozsvari@canada.ca>
Cc: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; Kattackal, Rose (SSC/SPC) <rose.kattackal@canada.ca>
Subject: SSC Awards of Excellence 2019 – Congratulations! Prix d'excellence de SPC 2019– Félicitations!

La version française suit la version anglaise

SSC Awards of Excellence 2019 – Congratulations!

Dear Liliana Kolozsvari,

We are very pleased to inform you that you have been selected to receive an SSC Award of Excellence 2019 in the Administrative Professional category. These prestigious awards recognize outstanding contributions and accomplishments of our employees.

You are invited to attend a ceremony on January 23, 2020, at Victoria Hall, 111 Sussex Drive, in Ottawa, Ontario. Your official invitation will follow in the coming days.

During the ceremony, we will take photos and video footage for our social media and Web platforms.

We look forward to celebrating your achievements and thanking you for your outstanding work at the ceremony.

Sincerely,

SSC Employee Recognition Program

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SSC AWARDS of EXCELLENCE
PRIX D'EXCELLENCE de SPC

Vous êtes invité à participer à la cérémonie qui aura lieu le 23 janvier 2020 à la salle Victoria au 111, promenade Sussex, Ottawa, Ontario. Une invitation officielle vous sera envoyée dans les prochains jours.

Au cours de la cérémonie, nous prendrons des photos et filmerons des séquences vidéo qui pourront être utilisées sur nos médias sociaux et nos plateformes Web.

Nous sommes impatients de célébrer vos réalisations et de vous remercier de votre travail exceptionnel lors de la cérémonie de remise des prix.

Meilleures salutations.

L'équipe du Programme de reconnaissance de SPC

Shared Services Canada | Services partagés Canada

Canada

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Ngamije-Gaga, Axel (SSC/SPC)

From: Hamaty, Rafat (SSC/SPC)
Sent: January-16-20 8:44 AM
To: John, Jothi (SSC/SPC)
Cc: Ferreira, Nathalie (SSC/SPC)
Subject: RE: SSC Awards of Excellence

Good morning Jothi,

Here it is

https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objid=65790796&objAction=browse&sort=name

Thanks
Rafat

From: John, Jothi (SSC/SPC)
Sent: January 15, 2020 4:14 PM
To: Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>
Cc: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>
Subject: FW: SSC Awards of Excellence

Could you please send me the link to the binders. Thanks Rafat!

From: Nathaniel, Lindsay (SSC/SPC)
Sent: January 15, 2020 4:06 PM
To: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Cc: Lafontaine, Justin (SSC/SPC) <justin.lafontaine@canada.ca>; Chiasson, Carole (SSC/SPC) <carole.chiasson@canada.ca>; Robert, Paula (SSC/SPC) <paula.robert@canada.ca>; Love, Tracey (SSC/SPC) <tracey.love@canada.ca>; Lafleur, Isabelle (SSC/SPC) <isabelle.lafleur@canada.ca>
Subject: RE: SSC Awards of Excellence

Hi Jothi,
Can we please obtain an electronic version of the binders? The EVP's was printed in a way where the pages in Tab 8 and 9 are upside-down from each other, so it would need to be re-printed.

Thank you,

Lindsay Nathaniel

Issues Manager | Gestionnaire d'enjeux
Office of the President and EVP | Bureau du président et de la première vice-présidente
Shared Services Canada | Services partagés Canada
Government of Canada | Gouvernement du Canada
lindsay.nathaniel@canada.ca / Tel: 613-404-4247

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On the same subject. We received the Voice over text slides. Just awaiting Stephane's approval. Will send it to you shortly.

Thank you!
Jothi
613-854-6641

From: Love, Tracey (SSC/SPC) <tracey.love@canada.ca>
Sent: January 13, 2020 1:58 PM
To: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Cc: Nathaniel, Lindsay (SSC/SPC) <lindsay.nathaniel@canada.ca>; Lafontaine, Justin (SSC/SPC) <justin.lafontaine@canada.ca>
Subject: SSC Awards of Excellence

Hi Jothi,

Can you please ask HR to provide the President and EVP with the information related to awards of excellence. Last year we received binders for each of them with relevant information related to nominations in each category, winners, ect.

Is it possible to get the binders by Wednesday?

Thank you,

Tracey

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Ngamije-Gaga, Axel (SSC/SPC)

From: RSVP/RSVP (SSC/SPC)
Sent: January-21-20 8:33 PM
To: Barratt-Nguyen, Tammy (SSC/SPC)
Cc: Ferreira, Nathalie (SSC/SPC); Clusiau, Nathalie (SSC/SPC); Rozen-Rechels, Laurent (SSC/SPC); RSVP/RSVP (SSC/SPC)
Subject: RE: Urgent - Travel for SSC Awards of Excellence

Good day,

You will find the summary table here : https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objId=43111882&objAction=browse&viewType=1

The first tab of this document includes the amounts forecasted by employee and the amounts they have submitted to date. I also included the gc docs link to their folders for easy access.

In our BN we had forecasted a total estimated amount for travel of 20,332.35$. The initial calculations are in the second tab of the worksheet.

Thank you,
Jessica Mitchell

From: Barratt-Nguyen, Tammy (SSC/SPC) <tammy.barratt-nguyen@canada.ca>
Sent: January 16, 2020 10:17 AM
To: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Cc: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; Clusiau, Nathalie (SSC/SPC) <nathalie.clusiau@canada.ca>; Rozen-Rechels, Laurent (SSC/SPC) <laurent.rozen-rechels@canada.ca>; RSVP/RSVP (SSC/SPC) <SSC.rsvp-rsvp.SPC@canada.ca>
Subject: RE: Urgent - Travel for SSC Awards of Excellence

Hi Jessica,

Great, please send me a worksheet with the information when you can.

Thank you,
Tammy

From: Mitchell, Jessica (SSC/SPC)
Sent: January 16, 2020 10:15 AM
To: Barratt-Nguyen, Tammy (SSC/SPC) <tammy.barratt-nguyen@canada.ca>
Cc: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; Clusiau, Nathalie (SSC/SPC) <nathalie.clusiau@canada.ca>; Rozen-Rechels, Laurent (SSC/SPC) <laurent.rozen-rechels@canada.ca>; RSVP/RSVP (SSC/SPC) <SSC.rsvp-rsvp.SPC@canada.ca>
Subject: RE: Urgent - Travel for SSC Awards of Excellence

Good day,

The JV are for the awards of excellence ceremony (non-learning related). We had calculated the amount per participant per region. I have it well documented.

We have to JV partial amounts as we have a maximum amount allotted for the ceremony 50k and cannot exceed this amount.

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It's not ideal to JV partial amount but however, we can. It just looks messy; however, if we probably document it, we should be fine.

Will they know the exact amount that is related to training and is this training for Language or Non-language? Just confirming because you usually send me language request stuff ☺

The JVing L&D of Actual and Traveling for training will be on hold until we figure out the free balance and commitment items.

Thank you,
Tammy

From: Mitchell, Jessica (SSC/SPC)
Sent: January 16, 2020 9:17 AM
To: Barratt-Nguyen, Tammy (SSC/SPC) <tammy.barratt-nguyen@canada.ca>
Cc: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; Clusiau, Nathalie (SSC/SPC) <nathalie.clusiau@canada.ca>
Subject: Urgent - Travel for SSC Awards of Excellence

Good day Tammy,

Can you please confirm that this is feasible (see Jothi's message below) ?

According to my understanding when a JV is done it should be at 0. Is there a way to JV on a portion of the travel?

We have some people travelling for the awards of excellence ceremony, we had budgeted for 1 night only and people are booking to stay longer for operations or work with their teams.

Thanks,
Jessica Mitchell

From: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Sent: January 14, 2020 12:51 PM
To: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Subject: Travel for SSC Awards of Excellence

Good day Jessica – Further to our conversation earlier today, this is to confirm that I spoke to our FMA and she suggested the best way to JV the amount is to use the appropriate GL for training and consider the cost of air fare, incidental for the day and the meals for the day.
Once you have the about $ amount, you can use the GL for training and JV the amount to the respective Branches.

Should you have any questions, please do not hesitate to contact me.

For your consideration.

Thank you!
Jothi
613-854-6641

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s.19(1)

Ngamije-Gaga, Axel (SSC/SPC)

From: Groh, Megan (SSC/SPC)
Sent: November-28-19 2:10 PM
To: Racine, Johanne (SSC/SPC)
Cc: SSC.F DGO-HRW / RHMT-BDG F.SPC; Awards and Recognition / Prix et reconnaissance (SSC/SPC); Mitchell, Jessica (SSC/SPC); Ferreira, Nathalie (SSC/SPC); Fournier, Genevieve (SSC/SPC)
Subject: RE: URGENT _ FW: CCM 17845

Thank you very much Johanne for your prompt response. It is greatly appreciated.

Megan

From: Racine, Johanne (SSC/SPC) <johanne.racine@canada.ca>
Sent: November 28, 2019 2:06 PM
To: Groh, Megan (SSC/SPC) <megan.groh@canada.ca>
Cc: SSC.F DGO-HRW / RHMT-BDG F.SPC <ssc.dgo-hrw-rhmt-bdg.spc@canada.ca>; Awards and Recognition / Prix et reconnaissance (SSC/SPC) <SSC.awardsandrecognition-prixetreconnaissance.SPC@canada.ca>; Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>; Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; Fournier, Genevieve (SSC/SPC) <genevieve.fournier@canada.ca>
Subject: RE: URGENT _ FW: CCM 17845
Importance: High

Meghan,

Please find included, the requested information:

- Who is the employee from [redacted]
  - **Charles Nadeau**

- What is their title and short description of their job?
  - Group and level : CS-03
  - Title : Foreign Service Information Technology Professional
  - Summary of nomination (please find the full nomination attached) :

He has been pivotal in helping the team ensure the Network, WIFI and telephony services have been delivered for VAC's France sites. [redacted] he continued to work with the team and VAC staff to progress the implementation efforts. When technology was missing for single mode fiber, Charles took the initiative to procure GBICS to make sure the services were delivered on time in VIMY. In the interest of timely service, he purchased these with his own money—to be subsequently reimbursed.
Charles documented a comprehensive site assessment report for Beaumont Hamel, Vimy's Admin and Visitor's Education centers with details that are essential and still being referenced.

- Which sector do they work for?
  - Branch : NSDS
  - Data Networks and Intra Building Network

- Any other additional details that may be needed for the PO would be appreciated.
  - Nominators :
    - Sheldon Macdonald (CS-04, SDMB)
    - Sophie d'Auzac de Lamartine (EX-01, SDMB)
  - Nomination Category : Behind the scenes

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s.19(1)

From: Groh, Megan (SSC/SPC) <megan.groh@canada.ca>
Sent: November 28, 2019 1:30 PM
To: Racine, Johanne (SSC/SPC) <johanne.racine@canada.ca>; Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>; Ouedraogo, Olivia (SSC/SPC) <olivia.ouedraogo@canada.ca>
Cc: Cirino, Erica (SSC/SPC) <erica.cirino@canada.ca>; Lafleur, Isabelle (SSC/SPC) <isabelle.lafleur@canada.ca>; John, Jothi (SSC/SPC) <jothi.john@canada.ca>; Beck, Mélanie (SSC/SPC) <melanie.beck@canada.ca>
Subject: CCM 17845
Importance: High

****Due to SADMO by 14:30 today, due to PO 14:45****

Good afternoon HRW,

The BN for the abovev mentioned file was approved by the PO today and will be returned shortly. There are a few questions regarding the international employee though.

- Who is the employee from [redacted]
- What is their title and short description of their job?
- Which sector do they work for?
- Any other additional details that may be needed for the PO would be appreciated.

Thank you and muchly appreciated.

Megan

Megan Groh

Correspondence and Document Control Officer, Senior Assistant Deputy Minister's Office
Corporate Services Branch
Shared Services Canada/ Government of Canada
Megan.Groh@Canada.ca Tel.: 343-551-2116

Agente au contrôle des documents et de la correspondance, Bureau du sous-ministre adjoint principal
Services ministériels
Megan.Groh@canada.ca Tél. : 343-551-2116

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TRAVEL, HOSPITALITY, CONFERENCE AND EVENT EXPENDITURES PRE-APPROVAL FORM / FORMULAIRE D'APPROBATION PRÉALABLE DES DÉPENSES DE VOYAGES, D'ACCUEIL, DE CONFÉRENCES ET D'ÉVÉNEMENTS

(to enter the amounts, please first complete annexes A & B / pour entrer les montants, veuillez svp compléter les annexes A & B en premier)

EVENT TITLE / TITRE DE L'ÉVÉNEMENT	2019 SSC Awards of excellence/Prix d'excellence 2019 de SPC	START DATE / DÉBUT
PURPOSE / BUT	This event is part of the SSC Awards and Recognition Program/cet évènement fais partie du programme des Prix de reconnaissances de SPC	23-Jan-20
BRANCH / DIRECTION GÉNÉRALE	Human Resources and Workplace/Ressources humaines et milieu de travail	END DATE / FIN
COST CENTRE / CENTRE DE COÛT	510641	23-Jan-20
ADDRESS & CITY / ADRESSE & VILLE	111 Sussex Drive, Ottawa, ON	
NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS	300	

Hospitality Costs - Meals and refreshments / Coûts reliés à l'accueil - Repas et rafraîchissements (Annex(e) A)		$ 2,962.61
Comments / Commentaires:		
Travel Costs and Local Transportation / Coûts de voyage et déplacements locaux (Annex(e) B - Annex(e) C)		$ 21,592.35
Comments / Commentaires: Travel is based on an estimate of 15 regional participants and one international participant (Paris, France).		
Other Costs / Autres coûts (incl. taxes, gratuities or admin. fees / incl. taxes, pourb. ou frais)		
Rental of Facility / Location d'établissement	$ 2,300.00	
Equipment Rental / Location d'équipement	$ 3,069.29	
Professional Services / Services professionnels	$ -	
Conference Fees / Frais de participation à une conférence	$ -	
Employee Token Gifts (recognition events) / Cadeaux symboliques pour employés (événements de reconnaissance)	$ 5,011.55	
Interpretation Services / Services d'interprétation	$ -	
Other (specify) / Autres (spécifier): various supplies ($2,187.60), photobooth ($850.00)	$ 3,037.60	
Other (specify) / Autres (spécifier): red carpet and stanchions rental	$ 593.25	
TOTAL OTHER COSTS / TOTAL DES AUTRES COÛTS		$ 14,011.69
TOTAL PROJECTED COST OF EVENT / COÛT TOTAL PRÉVU DE L'ÉVÉNEMENT		$ 38,566.65
Contingency (10%) / Imprévus (10%)		$ 3,856.67
TOTAL COST OF EVENT / COÛT TOTAL DE L'ÉVÉNEMENT		$ 42,423.32

Restrictions for hospitality to federal gvt persons only / Restrictions pour l'accueil servi à des employés du gouv. fédéral seulement
IMPORTANT - Can be provided hospitality only in situations where / IMPORTANT - Accueil fourni seulement dans les situations où
(Please check the box(es) applicable to your situation / SVP cocher la ou les cases applicables à votre situation)

1 - Requirement to work beyond normal working hours (e.g. during breaks or outside normal business hours) / Exigence de travailler au-delà des heures normales (par exemple durant pauses ou à l'extérieur des heures normales de travail)	☐
2 - No nearby or appropriate facilities to obtain refreshments-meals or where staff dispersal is not effective or efficient / Aucune installation à proximité pour obtenir des rafraîchissements-repas et/ou la dispersion du personnel ne serait pas efficace ou efficiente	☐
3 - Federal government persons are required to be part of an event including participants that are not employees of the GoC / Les employés du gouvernement fédéral sont tenus de prendre part à une activité pour laquelle participent des personnes qui ne sont pas des employés du GdC	☑

Governmental Facility / Établissement du gouvernement

The choice of location is a governmental facility / L'établissement choisi est un établissement du gouvernement	YES/OUI ☑

Provide a justification if the choice of location is **NOT** a gvt facility / Veuillez fournir une justification si l'établissement choisi **n'est pas** gouvernemental :

Documents to attach to the request / Documents à joindre à la demande

List of attendees (GoC and non employees) / Liste des participants (employés du GdC et personnes externes)	☐
Estimates to support event costs / Estimé attestant les coûts	☑
Agenda / Ordre du jour	☑

Approval Required / Approbation requise (Only one checkbox must be checked / Seulement une case doit être sélectionnée)

The request requires approval from / La demande exige l'approbation de	Minister/Ministre	President/Président	SDM/CSM	CFO/CDF	DG	Sr. Director/ Directeur prin.	Director/Directeur
	☐	☑	☐	☐	☐	☐	☐

APPROVAL / APPROBATION

Section 32 of the FAA (Commitment of funds) - Article 32 de la LGFP (Engagement des fonds)

Stéphane Cousineau

Print Name - Nom en lettres moulées | Signature | Date: NOV 14 2019

Expenditure Initiation (Pre-approval) - Engagement de la dépense (Approbation préalable)

Paul Glover

Print Name - Nom en lettres moulées | Signature | Date

The following signatures are mandatory when the Minister or President approval is required. (Reserved for Finance) /
Les signatures suivantes sont exigées lorsque l'approbation de la ministre ou du président est requise. (Réservé pour Finances)

Reviewed by / Révisé par

Connie Rivet

Director, Accounting Operations / Directeur, opérations comptables | Signature | Date

Jessica Westerman

Deputy Chief Financial Officer OR Comptroller / Dirigeante principale adjointe des finances OU Contrôleure | Signature | Date

Denis Bombardier

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(to enter the amounts, please first complete annexes A & B / pour entrer les montants, veuillez svp compléter les annexes A & B en premier)

Chief Financial Officer* OR Deputy Chief Financial Officer / Dirigeant principal des finances* OU Dirigeante principale adjointe des finances	Signature	Date
**** I approve the hospitality portion and I recommend the event for President's approval / J'appouve la portion d'accueil et recommande l'événement pour l'approbation du président***	☑	

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File Number: #017845
SADM: Stephane Cousineau, 613-670-1758
DG: Amanda Langley, 613-240-9999

Security: Unclassified

MEMORANDUM TO THE PRESIDENT AND THE EXECUTIVE-VICE PRESIDENT

FOR DECISION

SUBJECT

Shared Services Canada Awards of Excellence Ceremony 2019/ Prix d'excellence 2019 de Services partagés Canada

SUMMARY

This amendment to the memorandum is to request your approval for the 2019 Shared Services Canada (SSC) Awards of Excellence Ceremony, to be held January 23, 2020, at 12:30 p.m. at 111 Sussex, Victoria Hall in Ottawa, ON.

The attached Travel, Hospitality, Conference and Event Expenditures Pre-Approval Form (Annex A) complies with the Treasury Board's *Directive on Travel, Hospitality, Conference and Event Expenditures.*

Due to a high number of regional participants, the amended estimated non-recoverable cost is now $42,423.32 including taxes and a 10-percent contingency. The total amount also includes a hospitality expense (catering) of $2,962.61. An amount of $3,583.55 related to international travel to the event is also included in the estimated cost. This event does not exceed $50,000.

As you will be participating in the event, the approval of the Chief Financial Officer is required for the hospitality portion of this event request to avoid the perception of personal benefit.

I recommend you approve this event request.

Due date: November 15, 2019

Reason: Ceremony expenses must be approved before reservations can be made.

.../2

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BACKGROUND

The SSC Awards of Excellence honours employees throughout the country for their work as individuals, or as part of a team whose efforts went above and beyond their regular duties, and contributed significantly to the achievement of departmental and/or the Government of Canada objectives.

In 2018, a total of 39 awards were given to 1,162 recipients. The total cost of the ceremony was $37,839.25, taxes included. In 2018, 10 regional employees were invited to the ceremony.

KEY CONSIDERATIONS

The initial estimated non-recoverable cost for the request was $29,707.65, taxes included.

Given the number of regional nominations received for the 2019 Awards of Excellence ceremony, the estimated travel costs and local transportation expenses must be increased. We will invite 13 regional employees and one international employee (from France). We have also invited seven employees who reached 45 years of service in 2019. However, only one employee, from Ottawa, accepted the invitation and will attend the Awards of Excellence Ceremony.

The amended estimated non-recoverable cost for the request amounts to $42,423.32, including taxes and a 10-percent contingency. The total amount also includes a hospitality expense (catering) of $2,962.61.This event does not exceed $50,000.

NEXT STEPS

Subject to your approval, the Awards and Recognition team will continue preparations to host the event and make the appropriate arrangements.

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RECOMMENDATION

I recommend you approve this event, estimated at $42,423.32 taxes included. This event also contains international travel, for which the estimated costs of $3,583.55 were included in the event estimates.

Stéphane Cousineau
Senior Assistant Deputy Minister
Corporate Services

Approved	☐
Not approved	☐
Briefing required	☐

Paul Glover
President

Sarah Paquet
Executive Vice-President

Attachments

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Ngamije-Gaga, Axel (SSC/SPC)

From: SharedServicesCanada / ServicespartagésCanada (SSC/SPC)
Sent: June-21-19 11:31 AM
Subject: SSC Awards of Excellence 2019 / Prix d'excellence 2019 de SPC

La version française suit la version anglaise

June 21, 2019 | Le 21 juin 2019

SSC Awards of Excellence 2019: Nominate someone today!

The SSC Awards of Excellence honours employees who exceed the scope of their work as well as those who do their work well and in an exemplary way, which contributes significantly to the priorities and achievement of SSC and/or Government of Canada's objectives. Submit your nominations **by July 19, 2019**.

By recognizing your colleagues, you help us foster a culture of recognition where work is valued. Please take the time to nominate your well-deserving colleagues for these awards.

Check out the SSC Awards of Excellence on My SSC for all the details. Recipients will be recognised during a ceremony to be held in January 2020.

We look forward to celebrating with you.

Rose Kattackal
Director General
Human Resources and Workplace

Back to top of English section

Prix d'excellence 2019 de SPC : proposez la candidature d'une personne aujourd'hui!

Les Prix d'excellence de SPC visent à honorer les employés dont les efforts ont dépassé leurs tâches habituelles ainsi que ceux qui font un bon travail de façon exemplaire et qui contribuent grandement à l'atteinte des priorités et des réalisations de SPC ou du gouvernement du Canada. Faites-nous parvenir vos mises en candidature d'ici **le 19 juillet 2019**.

En récompensant vos collègues, vous nous aidez à créer une culture de reconnaissance où le travail est valorisé. Prenez quelques instants pour proposer vos collègues méritants pour ces prix.

Consultez les Prix d'excellence de SPC, sur Mon SPC, pour connaître tous les détails. Les récipiendaires seront récompensés lors d'une cérémonie qui aura lieu en janvier 2020.

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Travel Costs

		Unit price	$ 800.00	$ 400.00	$ 50.00	$ 200.00	$ 20.10	$ 17.30			
		travelers	air	train	taxi	accommodations	lunch	incidentals	Parking day of the event	taxi local transportation	
East	overnight	4	$ 3,200.00		$ 200.00	$ 800.00	$ 80.40	$ 69.20			
West	overnight	2	$ 1,600.00		$ 100.00	$ 400.00	$ 40.20	$ 34.60			
Central	overnight	4		$ 1,600.00	$ 200.00	$ 800.00	$ 80.40	$ 69.20			
Total		10	$ 4,800.00	$ 1,600.00	$ 500.00	$ 2,000.00	$ 201.00	$ 173.00	$ 120.00	$ 1,500.00	$ 10,894.00

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TRAVEL, HOSPITALITY, CONFERENCE AND EVENT EXPENDITURES PRE-APPROVAL FORM / FORMULAIRE D'APPROBATION PRÉALABLE DES DÉPENSES DE VOYAGES, D'ACCUEIL, DE CONFÉRENCES ET D'ÉVÉNEMENTS

(to enter the amounts, please first complete annexes A & B / pour entrer les montants, veuillez svp compléter les annexes A & B en premier)

EVENT TITLE / TITRE DE L'ÉVÉNEMENT	2019 SSC Awards of excellence/Prix d'excellence 2019 de SPC	**START DATE / DÉBUT**
PURPOSE / BUT	This event is part of the SSC Awards and Recognition Program/cet évènement fais partie du programme des Prix de reconnaissances de SPC	23-Jan-20
BRANCH / DIRECTION GÉNÉRALE	Human Resources and Workplace/Ressources humaines et milieu de travail	**END DATE / FIN**
COST CENTRE / CENTRE DE COÛT	510641	23-Jan-20
ADDRESS & CITY / ADRESSE & VILLE	111 Sussex Drive, Ottawa, ON	
NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS	300	

Hospitality Costs - Meals and refreshments / Coûts reliés à l'accueil - Repas et rafraîchissements (Annex(e) A)		$ 2,962.61
Comments / Commentaires:		
Travel Costs and Local Transportation / Coûts de voyage et déplacements locaux (Annex(e) B - Annex(e) C)		$ 10,894.00
Comments / Commentaires:		
Other Costs / Autres coûts (incl. taxes, gratuities or admin. fees / incl. taxes, pourb. ou frais)		
Rental of Facility / Location d'établissement	$ 2,300.00	
Equipment Rental / Location d'équipement	$ 3,069.29	
Professional Services / Services professionnels	$ -	
Conference Fees / Frais de participation à une conférence	$ -	
Employee Token Gifts (recognition events) / Cadeaux symboliques pour employés (événements de reconnaissance)	$ 4,218.45	
Interpretation Services / Services d'interprétation	$ -	
Other (specify) / Autres (spécifier): various supplies ($2,187.60), photobooth ($850.00)	$ 3,037.60	
Other (specify) / Autres (spécifier): red carpet and stanchions rental	$ 525.00	
TOTAL OTHER COSTS / TOTAL DES AUTRES COÛTS		$ 13,150.34
TOTAL PROJECTED COST OF EVENT / COÛT TOTAL PRÉVU DE L'ÉVÉNEMENT		$ 27,006.95
Contingency (10%) / Imprévus (10%)		$ 2,700.70
TOTAL COST OF EVENT / COÛT TOTAL DE L'ÉVÉNEMENT		$ 29,707.65

Restrictions for hospitality to federal gvt persons only / Restrictions pour l'accueil servi à des employés du gouv. fédéral seulement
IMPORTANT - Can be provided hospitality only in situations where / IMPORTANT - Accueil fourni seulement dans les situations où
(Please check the box(es) applicable to your situation / SVP cocher la ou les cases applicables à votre situation)

1 - Requirement to work beyond normal working hours (e.g. during breaks or outside normal business hours) / Exigence de travailler au-delà des heures normales (par exemple durant pauses ou à l'extérieur des heures normales de travail)	☐
2 - No nearby or appropriate facilities to obtain refreshments-meals or where staff dispersal is not effective or efficient / Aucune installation à proximité pour obtenir des rafraîchissements-repas et/ou la dispersion du personnel ne serait pas efficace ou efficiente	☐
3 - Federal government persons are required to be part of an event including participants that are not employees of the GoC / Les employés du gouvernement fédéral sont tenus de prendre part à une activité pour laquelle participent des personnes qui ne sont pas des employés du GdC	☑

Governmental Facility / Établissement du gouvernement

The choice of location is a governmental facility / L'établissement choisi est un établissement du gouvernement	YES/OUI ☐

Provide a justification if the choice of location is **NOT** a gvt facility / Veuillez fournir une justification si l'établissement choisi **n'est pas** gouvernemental :

Documents to attach to the request / Documents à joindre à la demande

List of attendees (GoC and non employees) / Liste des participants (employés du GdC et personnes externes)	☐
Estimates to support event costs / Estimé attestant les coûts	☑
Agenda / Ordre du jour	☑

Approval Required / Approbation requise (Only one checkbox must be checked / Seulement une case doit être sélectionnée)

The request requires approval from / La demande exige l'approbation de	Minister/Ministre	President/Président	SDM/CSM	CFO/CDF	DG	Sr. Director/ Directeur prin.	Director/Directeur
	☐	☑	☑	☑	☑	☐	☑

APPROVAL / APPROBATION

Section 32 of the FAA (Commitment of funds) - Article 32 de la LGFP (Engagement des fonds)

Nathalie Ferreira — Nathalie Ferreira — 08-08-2019

Print Name - Nom en lettres moulées | Signature | Date

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Pre-Approval Form - Annex 'A' - Hospitality / Formulaire d'approbation préalable - Annexe 'A' - Accueil

Hospitality Costs - Meals and refreshments Coûts reliés à l'accueil - Repas et rafraîchissements	# Attendees / # Participants	Total Cost including taxes, admin fees, gratutities / Coût total incluant les taxes, les frais administratifs, les pourboires	Unit price ($) / Prix unitaire ($)	Standard Cost per Person* / Coût standard par personne*
DAY 1 / JOUR 1				
Breakfast / Petit déjeuner				$ 30.75
Refreshments / Rafraîchissements - morning / matin				$ 10.25
Lunch / Déjeuner				$ 40.20
Refreshments / Rafraîchissements - afternoon / après-midi	300	$2,962.61	$9.88	$ 10.25
Dinner / Dîner				$ 88.64
Reception / Réception				$ 41.00
Total Day 1 / Jour 1		$2,962.61	*Calculated total / Total calculé*	
DAY 2 / JOUR 2				
Breakfast / Petit déjeuner				$ 30.75
Refreshments / Rafraîchissements - morning / matin				$ 10.25
Lunch / Déjeuner				$ 40.20
Refreshments / Rafraîchissements - afternoon / après-midi				$ 10.25
Dinner / Dîner				$ 88.64
Reception / Réception				$ 41.00
Total Day 2 / Jour 2		$0.00	*Calculated total / Total calculé*	
DAY 3 / JOUR 3				
Breakfast / Petit déjeuner				$ 30.75
Refreshments / Rafraîchissements - morning / matin				$ 10.25
Lunch / Déjeuner				$ 40.20
Refreshments / Rafraîchissements - afternoon / après-midi				$ 10.25
Dinner / Dîner				$ 88.64
Reception / Réception				$ 41.00
Total Day 3 / Jour 3		$0.00	*Calculated total / Total calculé*	
DAY 4 / JOUR 4				
Breakfast / Petit déjeuner				$ 30.75
Refreshments / Rafraîchissements - morning / matin				$ 10.25
Lunch / Déjeuner				$ 40.20
Refreshments / Rafraîchissements - afternoon / après-midi				$ 10.25
Dinner / Dîner				$ 88.64
Reception / Réception				$ 41.00
Total Day 4 / Jour 4		$0.00	*Calculated total / Total calculé*	
DAY 5 / JOUR 5				
Breakfast / Petit déjeuner				$ 30.75
Refreshments / Rafraîchissements - morning / matin				$ 10.25
Lunch / Déjeuner				$ 40.20
Refreshments / Rafraîchissements - afternoon / après-midi				$ 10.25
Dinner / Dîner				$ 88.64
Reception / Réception				$ 41.00
Total Day 5 / Jour 5		$0.00	*Calculated total / Total calculé*	

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Pre-Approval Form - Annex 'B' - Travel /
Formulaire d'approbation préalable - Annexe 'B' - Voyage

Travel Authorization Details / Détails sur les autorisations de voyager

TRAVELLER NAME / NOM DU(ES) VOYAGEURS	Maximum 10 regional participants. Names unknown at this time.
BRANCH / DIRECTION GÉNÉRALE	Various
DEPARTURE & RETURN DATE / DATE DE DÉPART ET DE RETOUR	2020-01-23
CITY AND COUNTRY / VILLE ET PAYS	Various locations across Canada

Checklist of Trip Authorization Elements / Liste de vérification d'autorisation de voyage

	Element / Élément	Description
A.	Objective / Objectif	***Summary of the objective of travel / Résumé de l'objectif du voyage:*** To honour SSC employes who have been selected by the SSC Awards of excellence Committee. Honourees will attends an event presided by the President as well as receive a trophy and/or certificate from the president.
B.	Category *(Drop down list)* / Catégorie *(Liste déroulante)*	***Only include one category from the drop down list/ N'inclure qu'une catégorie:*** Other travel / Autre voyages
		Justification for "Other Travel" category / Justification pour la catégorie «D'autres voyages»: Travel required for the 2019 SSC Awards of excellence Ceremony presided by Mr. Paul Glover. Other regional employees will be formally recognized as ADMs travel to these locations. Event is to build engagement.
C.	Traveller *(Drop down list)* / Voyageur *(Liste déroulante)*	***Identify whether the traveller is a public servant or non-public servant / Identifier le voyageur comme étant un fonctionnaire ou un non-fonctionnaire:*** 1. Public Servant / Fonctionnaire
D.	Virtual presence or other remote solutions / Présence virtuelle ou autres solutions à distance	***Rationale why virtual presence or other remote meeting solutions were not applied / Raison pour laquelle la présence virtuelle ou une autre solution de réunion à distance n'a pu être appliquée:*** President requested regional in person presence at the event as opposed to virtual presence. Other regional employees will be formally recognized as ADMs travel to these locations. Event is to built engagement.
E.	Number of travellers / Nombre de voyageurs	***Rationale for the number of travellers / Justification du nombre de voyageurs:*** 10 regional and 290 local.

F. Mode of transportation / Mode de transport

Type / Catégorie	Cost / Coût	Additional Information / Information additionnelle
Travel Outside Headquarters Area / Voyages hors de la zone d'affectation		
Air / Avion	$ 4,800.00	Economy class
Rail / Train	$ 1,600.00	Buisness Class or Economy Class
Bus / Autobus		
Ferry / Traversier		
Taxi	$ 500.00	
Personal Vehicle (KM Rates) / Véhicule privé (Taux par KM)		
Rental Vehicle / Véhicule loué		
Parking Fees / Frais de stationnement		
Public Transit / Transport en commun		
Other Mode / Autre mode		
Travel Within Headquarters Area (Local transportation) / Voyages dans la zone d'affectation (Déplacements locaux)		
Taxi	$1,500.00	Within NCR (Gatineau, Hull, Ottawa to and from 111 sussex)
Personal Vehicle (KM Rates) / Véhicule privé (Taux par KM)	$0.00	
Parking Fees / Frais de stationnement	$120.00	
Other Mode / Autre mode	$0.00	
Total	**$ 8,520.00**	Kilometric Rates / Taux par kilomètre

G. Accommodations / Hébergements

Type / Catégorie	Cost / Coût	Additional Information / Information additionnelle
Commercial	$ 2,000.00	City rate limit for Ottawa is $200 x 10 employees
Unlisted Commercial / Non listé commercial		
Private / Privé		

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Pre-Approval Form - Annex 'C' - Local Transportation / Formulaire d'approbation préalable - Annexe 'C' - Transport local

	Taxi	Day 1 / Jour 1	Day 2 / Jour 2	Day 3 / Jour 3	Day 4 / Jour 4	Day 5 / Jour 5	
A.	Number of Employees Requiring Transportation / Nombre d'employés nécessitant le transport	300					
B.	Number of Employees per Taxi / Nombre d'employés par taxi	4					
C.	Number of Taxis Required *(A / B)* / Nombre de taxi requis *(A / B)*	75	0	0	0	0	
D.	Roundtrip Average Cost / Coût moyen pour le trajet aller-retour	20					
	Total cost (C X D)	$1,500.00	$0.00	$0.00	$0.00	$0.00	$1,500.00

Justification:

	Private Motor Vehicle / Véhicule personnel	Day 1 / Jour 1	Day 2 / Jour 2	Day 3 / Jour 3	Day 4 / Jour 4	Day 5 / Jour 5	
A.	**Province A**						
B.	Kilometric Rates / Taux par kilomètre[1]	0	0	0	0	0	
C.	Number of Kilometers / Nombre de kilomètres[2]						
D.	Number of PMV / Nombre de véhicule personnel						
F.	***Subtotal (B X C X D)***	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	
G.	**Province B**						
H.	Kilometric Rates / Taux par kilomètre[1]	0	0	0	0	0	
I.	Number of Kilometers / Nombre de kilomètres[2]						
J.	Number of PMV / Nombre de véhicule personnel						
K.	***Subtotal (H X I X J)***	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	
	Total cost (F + K)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Justification:

	Parking / Stationnement	Day 1 / Jour 1	Day 2 / Jour 2	Day 3 / Jour 3	Day 4 / Jour 4	Day 5 / Jour 5	
A.	Number of Parking Required / Nombre de stationnements requis	10					
B.	Daily Rate per Parking / Tarif quotidien pour un stationnement	12					
	Total cost (A X B)	$120.00	$0.00	$0.00	$0.00	$0.00	$120.00

Justification:

	Other Public Transportation / Autre transport en commun	Day 1 / Jour 1	Day 2 / Jour 2	Day 3 / Jour 3	Day 4 / Jour 4	Day 5 / Jour 5
A.	Number of Employees Requiring Transportation /					

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Ngamije-Gaga, Axel (SSC/SPC)

From: Mitchell, Jessica (SSC/SPC)
Sent: August-09-19 1:29 PM
To: Portela-Munro, Cristina (SSC/SPC)
Cc: Ferreira, Nathalie (SSC/SPC)
Subject: FW: CHANGES REQUIRED: 017381 - Awards of Excellence Event Approval
Attachments: Travel Costs - AoE 2019.xlsx

For your information – they will review the attached document.

Thank you,
Jessica

From: Roy, Martin (SSC/SPC) <martin.roy@canada.ca>
Sent: August 9, 2019 9:05 AM
To: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Cc: Barbot, Yann Richard (SSC/SPC) <yannrichard.barbot@canada.ca>
Subject: RE: CHANGES REQUIRED: 017381 - Awards of Excellence Event Approval

Yes that works. Thank you.

We will send this breakdown to the travel team in order to assess these travel costs

We will get back to you if they have any questions.

Thanks
Martin

From: Mitchell, Jessica (SSC/SPC)
Sent: August 9, 2019 8:52 AM
To: Roy, Martin (SSC/SPC) <martin.roy@canada.ca>
Cc: Barbot, Yann Richard (SSC/SPC) <yannrichard.barbot@canada.ca>
Subject: RE: CHANGES REQUIRED: 017381 - Awards of Excellence Event Approval

Good day Martin,

Thank you for your e-mail. I prepared a travel cost estimate for the 2019 AoE ceremony. Please advise if this is accepted. If so, I will reply to all providing the document.

Thank you for your assistance.

Kind regards,

Jessica Mitchell

Formation linguistique, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569

Language Training, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

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Good morning Jessica,

As a reference, attached you will find the supporting documents for last year's Awards of Excellence pre-approval package. If you have a look at page 5 of the PDF document, you will see what was done last year to forecast the travel costs even though the nomination and selection process was not finalized. The number of participants per regions was forecasted and the travel costs were estimated accordingly.

Please provide a similar forecast for 2019-20 Award of Excellence travel costs.

Thanks
Martin

From: Mitchell, Jessica (SSC/SPC)
Sent: August 8, 2019 3:08 PM
To: Barbot, Yann Richard (SSC/SPC) <yannrichard.barbot@canada.ca>; Portela-Munro, Cristina (SSC/SPC) <cristina.portela-munro@canada.ca>; Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>
Cc: Clervil2, Vanessa (SSC/SPC) <vanessa.clervil2@canada.ca>; Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>; Kolozsvari, Liliana (SSC/SPC) <liliana.kolozsvari@canada.ca>; Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; Roy, Martin (SSC/SPC) <martin.roy@canada.ca>; Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>
Subject: RE: CHANGES REQUIRED: 017381 - Awards of Excellence Event Approval

Good day,

Thank you for your e-mail.

We cannot provide at this time the detailed information your are asking for each traveller as the nomination and selection process has not been finalized yet and regional representatives have not been selected.

As per past practice, we have always sent an expenditure forecast for the event for the Presidents approval and ensured we stayed under this estimated amount.

Please find attached the quotes for the stanchions, red carpet and photo booth. Note that we added an amount for various supplies should we require (name tags, pens, binders etc.) the day of the event.

Kind regards,

Jessica Mitchell

Formation linguistique, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569

Language Training, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

From: Barbot, Yann Richard (SSC/SPC) <yannrichard.barbot@canada.ca>
Sent: August 8, 2019 2:46 PM
To: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>; Portela-Munro, Cristina (SSC/SPC) <cristina.portela-munro@canada.ca>; Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>
Cc: Clervil2, Vanessa (SSC/SPC) <vanessa.clervil2@canada.ca>; Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>;

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Also, please be advised that the cost per person for hospitality (*Refreshments*) is very close to the Standard cost per person established by Treasury Board. It is important not to exceed TB'S limit when ordering *Hospitality*, as this would require an after-the fact approval.

Thank you,

Yann Richard Barbot
Accounts Administrator/ Administrateur de Comptes
Shared Services Canada/Services partagés Canada
yannrichard.barbot@canada.ca

From: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Sent: August 8, 2019 12:34 PM
To: Portela-Munro, Cristina (SSC/SPC) <cristina.portela-munro@canada.ca>; Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>
Cc: Clervil2, Vanessa (SSC/SPC) <vanessa.clervil2@canada.ca>; Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>; Kolozsvari, Liliana (SSC/SPC) <liliana.kolozsvari@canada.ca>; Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>; Barbot, Yann Richard (SSC/SPC) <yannrichard.barbot@canada.ca>
Subject: RE: CHANGES REQUIRED: 017381 - Awards of Excellence Event Approval

Good morning,

My apologies for the delay. Please find attached the amended Annex A. Here are the amendments that were done to the form:

- Breakdown for other costs was included in the document
- Annex B :
  - The local transportation amount was amended to $1,500.00
  - The Accommodations were calculated with the $200.00 nightly rate X 10 employees
  - The meals and other incidentals were also calculated with the 2019 rates (Lunch : $20.10 – Incidentals : $17.30)

Note that the total amount for the event does not change. I lowered the costs for various supplies.

Since Liliana is away, could you please amend the CCM number in the routing slip.

Do not hesitate to contact me should you require additional information.

Kind regards,

Jessica Mitchell

Formation linguistique, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569

Language Training, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

From: Portela-Munro, Cristina (SSC/SPC) <cristina.portela-munro@canada.ca>
Sent: August 7, 2019 12:11 PM
To: Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>; Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>

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From: Barbot, Yann Richard (SSC/SPC) <yannrichard.barbot@canada.ca>
Sent: August 7, 2019 10:51 AM
To: Portela-Munro, Cristina (SSC/SPC) <cristina.portela-munro@canada.ca>
Cc: Roy, Martin (SSC/SPC) <martin.roy@canada.ca>; Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>; Saumier, Nathalie (SSC/SPC) <nathalie.saumier@canada.ca>; Clervil2, Vanessa (SSC/SPC) <vanessa.clervil2@canada.ca>; Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>; Saad, Rouba (SSC/SPC) <rouba.saad@canada.ca>
Subject: RE: 017381 - Awards of Excellence Event Approval

Hi Cristina,

Some changes need to be made for this event:

- In the Routing slip the CCM number needs to be updated.
- In travel cost section, local transportation (taxi) shows $500(Annex B), yet Annex C shows $ 1,500.
- Please provide email breakdown for the other cost (photo booth, red carpet & various supplies)

Could you please provide a detailed breakdown per traveller for Travel cost (Travel dates, traveling from, accommodations, etc.)

If any amount changes in the Hospitality form the total amount needs to be updated in the Memo as well.

Yann Richard Barbot
Account Administrator
Shared Services Canada

Tanya Beauchamp
Tel.: 819-664-0852
Tanya.Beauchamp@canada.ca

From: Beauchamp, Tanya (SSC/SPC)
Sent: August 6, 2019 8:40 AM
To: Saad, Rouba (SSC/SPC) <rouba.saad@canada.ca>
Subject: RE: 017381 - Awards of Excellence Event Approval

Hi Rouba,

Please find the information attached.

Tanya Beauchamp
Tel.: 819-664-0852
Tanya.Beauchamp@canada.ca

From: Saad, Rouba (SSC/SPC) <rouba.saad@canada.ca>
Sent: August 5, 2019 3:06 PM
To: Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>
Subject: RE: 017381 - Awards of Excellence Event Approval

Hi Tanya

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To: Saad, Rouba (SSC/SPC) <rouba.saad@canada.ca>
Subject: FW: 017381 - Awards of Excellence Event Approval

Hi Rouba,

Can you review the Travel part of this event.

If you do not have access please let me know.

Tanya Beauchamp
Tel.: 819-664-0852
Tanya.Beauchamp@canada.ca

From: Portela-Munro, Cristina (SSC/SPC) <cristina.portela-munro@canada.ca>
Sent: August 2, 2019 9:21 AM
To: Beauchamp, Tanya (SSC/SPC) <tanya.beauchamp@canada.ca>
Cc: Saumier, Nathalie (SSC/SPC) <nathalie.saumier@canada.ca>; Clervil2, Vanessa (SSC/SPC) <vanessa.clervil2@canada.ca>; Hamaty, Rafat (SSC/SPC) <rafat.hamaty@canada.ca>
Subject: 017381 - Awards of Excellence Event Approval

Hi Tanya,

For your review of the docket for the Awards of Excellence Event Approval. Please see documents in the GCdocs link below.

https://gcdocs.gc.ca/ssc-spc/llisapi.dll/open/53754047

Thank you,

Cristina Portela-Munro
Agente au contrôle des documents et de la correspondance|Correspondence and Document Control Officer
Bureau de la directrice générale, Ressources humaines et milieu de travail |Director General's Office, Human Resources and Workplace
Services partagés Canada | Shared Services Canada
105, rue de l'Hôtel de Ville
Gatineau, Quebec J8X 4H7

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Ngamije-Gaga, Axel (SSC/SPC)

From: Mitchell, Jessica (SSC/SPC)
Sent: November-15-19 9:28 AM
To: Ferreira, Nathalie (SSC/SPC)
Cc: Awards and Recognition / Prix et reconnaissance (SSC/SPC)
Subject: FW: BN - AoE ceremony

Good morning Nath,

For your information, Mr Glover approved the recipients list following his trilat with Mr Cousineau. No need for a BN.

Merci,
Jessica

From: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Sent: November 15, 2019 9:26 AM
To: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Subject: Re: BN - AoE ceremony

My apologies Jessica.

Yes I confirm that you can go ahead and send out the invitations to the recipients.

There is no need for another BN to go to PO listing the names of recipients.

Hope this will help you proceed at your end.

Thank you!
Jothi
613 854 6641

Sent from my Bell Samsung device over Canada's largest network.

-------- Original message --------
From: "Mitchell, Jessica (SSC/SPC)" <jessica.mitchell@canada.ca>
Date: 2019-11-15 9:21 AM (GMT-05:00)
To: "John, Jothi (SSC/SPC)" <jothi.john@canada.ca>
Subject: RE: BN - AoE ceremony

Good day Jothi,

As discussed yesterday, would it be possible to have a written update on this file?

Kind regards,
Jessica Mitchell

From: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Sent: November 9, 2019 6:22 AM
To: Cousineau, Stephane (SSC/SPC) <stephane.cousineau@canada.ca>

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I suggested to Nathalie that maybe you can mention/bring along a copy of the list of recipients to your Trilat mtg and avoid the second BN.

Please advise way forward with this file.

Thank you!
Jothi
613-854-6641

From: Ferreira, Nathalie (SSC/SPC)
Sent: November 8, 2019 3:29 PM
To: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Cc: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>; Langley, Amanda (SSC/SPC) <amanda.langley@canada.ca>; Beck, Mélanie (SSC/SPC) <melanie.beck@canada.ca>; Blais2, Manon (SSC/SPC) <manon.blais2@canada.ca>; Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>
Subject: FW: BN - AoE ceremony

Good afternoon Jothi,

As discussed over the phone, here is the list of recipients approved by the ADMs, for the President and EVP. As per past practice, the list was sent to them for the final stamp of approval, in a briefing package.

If Stéphane is comfortable just presenting the list at his trilat with the President, then, that is great.

Proposed SSC Awards of Excellence 2019 Recipient List (approved by ADMs):
https://gcdocs.gc.ca/ssc-spc/llisapi.dll?func=ll&objaction=overview&objid=60590867

We will stand by, should you require additional documentation or information.

Nathalie

From: Mitchell, Jessica (SSC/SPC)
Sent: November 8, 2019 3:15 PM
To: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>
Subject: FW: BN - AoE ceremony

Here is the message – for your information.

From: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Sent: November 6, 2019 1:52 PM
To: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Subject: RE: BN - AoE ceremony

Hello again Jessica – Just to close the loop, we don't feel we need another BN for approval of list of recipients.

The work done thus far on this file is much appreciated!!!

Once we receive approval on the BN presented today, your team can start work with the planning/logistics etc.

Thank you!
Jothi
613-854-6641

From: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>

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Thank you for updating the BN. As for your question on list of recipients, let me get back to you.

Cheers,
Jothi
613-854-6641

From: Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Sent: November 6, 2019 9:04 AM
To: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Subject: BN - AoE ceremony

Good day Jothi,

For your information, I amended the BN in the GC docs link.

On another note, we received confirmation from ADMS for recipients. Should we prepare a BN package for decision to obtain Mr. Glover's approval on the 2019 AoE recipients?

Merci,

Jessica Mitchell

Formation linguistique, Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Jessica.mitchell@canada.ca / Tél. : 613-762-9569

Language Training, Corporate Services Branch
Shared Services Canada / Government of Canada
Jessica.mitchell@canada.ca / Tel: 613-762-9569

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Ngamije-Gaga, Axel (SSC/SPC)

From: Mitchell, Jessica (SSC/SPC)
Sent: February-10-20 10:38 AM
To: Mitchell, Jessica (SSC/SPC)
Subject: FW: Call this morning
Attachments: Long Service Award.docx

From: Ferreira, Nathalie (SSC/SPC)
Sent: October 18, 2019 8:56 AM
To: Blais2, Manon (SSC/SPC) <manon.blais2@canada.ca>; Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>
Subject: FW: Call this morning

Manon,

Voici un peu ce que je recherche comme tableau. Tu pourrais simplement intégrer les noms que tu as dans les tableaux ci-joints.

Nathalie

From: Ferreira, Nathalie (SSC/SPC)
Sent: October 9, 2019 11:35 AM
To: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Subject: RE: Call this morning

Good morning Jothi,

In total, there will be 34 employees at SSC who will reach their Long Service Milestones in 2019 (17 in the NCR and 17 in the regions), and who would need to be invited to the Awards of Excellence. These are employees who will have completed 35 years, 40 years, and 45 years of service.

We have only made reference to the 17 eligible employees in the regions in our correspondence to you as they are the portion that has a real impact on the hospitality request, given their potential need for travel and accommodations.

The breakdown is attached, as requested.

Please do not hesitate, should you have any questions, or require additional information.

Nathalie

Nathalie Ferreira

Directrice, apprentissage et perfectionnement, gestion du rendement, prix et reconnaissance,
Direction générale des services ministériels
Services partagés Canada / Gouvernement du Canada
Nathalie.Ferreira@canada.ca / Tél. Cell. : 613-415-6947

Director, Learning & Development, Performance Management, Awards and Recognition,
Corporate Services Branch
Shared Services Canada / Government of Canada
Nathalie.Ferreira@canada.ca / Cel : 613-415-6947

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From: Ferreira, Nathalie (SSC/SPC)
Sent: October 9, 2019 9:18 AM
To: John, Jothi (SSC/SPC) <jothi.john@canada.ca>; Mitchell, Jessica (SSC/SPC) <jessica.mitchell@canada.ca>
Cc: Malenfant, Karine (SSC/SPC) <karine.malenfant@canada.ca>; Blais2, Manon (SSC/SPC) <manon.blais2@canada.ca>
Subject: RE: Call this morning

Good morning Jothi,

Absolutely. We should have that information to your this morning. Please stand by.

Nathalie

From: John, Jothi (SSC/SPC)
Sent: October 9, 2019 9:16 AM
To: Ferreira, Nathalie (SSC/SPC) <nathalie.ferreira@canada.ca>
Subject: RE: Call this morning

Good morning Nathalie – Po has requested a breakdown of the long service milestones being achieved by each of the 17 employees.

Could I please request you to send it to me at your earliest possible.

Thank you kindly!
Jothi
613-854-6641

From: Ferreira, Nathalie (SSC/SPC)
Sent: October 8, 2019 4:24 PM
To: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Subject: FW: Call this morning

Good afternoon Jothi,

In response to the PO's question, we had already included a buffer, but not exactly 10 percent. To include the 10% with the information we have on the potential recipients to date, the maximum amount would be **$48,405.38**.

Please note, the number of recipients may still diminish as not all may want or be able to attend. That amount may drop.

Nathalie

From: Ferreira, Nathalie (SSC/SPC)
Sent: October 8, 2019 10:09 AM
To: John, Jothi (SSC/SPC) <jothi.john@canada.ca>
Subject: RE: Call this morning

Good morning Jothi,

As discussed, I added a slight increase (buffer) to the total hospitality amount below.

Thank you.

Nathalie

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milestone in 2019; hence the additional travel request of $15,355.80 (for 17 regional Long Svc Awards employees), which would bump up the initial BN hospitality request from **$29,707.65 to $46,975.00.**

Going forward, the other two option are :

- With the potential increase in regional recipients of AoE (as will be seen this year), including Long Service Awards to the AoE ceremony in the future may bring the hospitality request beyond the President's delegated $50k.
    - Option 1: status quo, that is, keep celebrating Long Service Awards during the opening of National Public Service Week. This way, all awards are not limited to just one event and
    - Option 2: set a limit on the number of AoE recipients to include Long Service Awards in the Awards of Excellence ceremony; this option will present challenges as we cannot control the # of employees eligible for long service milestones.

Thank you!
Jothi
613-854-6641

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Employee in NCR		
Last Name	**First Name**	**Branch**
35 years (11)		
Trepanier	Danny	Chief Financial Officer
Gagnon	Marilyn	Corporate Services
Odorico-menyhart	Sandra	Chief Technology Officer
Armstrong	James	Data Centre Services
Weatherby	Mark	Data Centre Services
Ferron	Michel	Networks, Security and Digital Services
Allard	Manon	Networks, Security and Digital Services
Boutin	Luc	Networks, Security and Digital Services
Gauvreau	Louise	Networks, Security and Digital Services
Labine	Chantal	Networks, Security and Digital Services
Chevrier	Joanne	Service Delivery & Management
40 years (3)		
Horvath	John	Data Centre Services
Cadieux	Sylvain	Networks, Security and Digital Services
Leslie	Tom	Service Delivery & Management
45 years (3)		
Duchesneau	Rejean	Executive Office
Corriveau	Guy	Networks, Security and Digital Services
Taylor	Barbara	Project Management & Delivery

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Employee in Region			
Last Name	**First Name**	**Branch**	**Region**
35 years (10)			
Cordeau	Mario	Corporate Services	Quebec
Hopkins	Carol	Data Centre Services	Quebec
Champoux	André	Data Centre Services	Ontario
Bergeron	Christian	Networks, Security and Digital Services	Quebec
Kazmir	Rodney	Networks, Security and Digital Services	Ontario
Morin	Andre	Networks, Security and Digital Services	West
Savage	Dennis	Networks, Security and Digital Services	West
Fraser	Joyce	Networks, Security and Digital Services	Atlantic
Geddes	Lee	Networks, Security and Digital Services	Atlantic
Haggan	Mark	Service Delivery & Management	West
40 years (5)			
Somerton	Garfield	Data Centre Services	Atlantic
Pagé	Paul	Data Centre Services	Quebec
Royer	Jacquelin	Networks, Security and Digital Services	Quebec
Carbonneau	Benoit	Networks, Security and Digital Services	Quebec
Prescod	Ovando	Project Management & Delivery	Ontario
45 years (2)			
Jette	Daniel	Networks, Security and Digital Services	Ontario
Bruno	Umilta	Networks, Security and Digital Services	Ontario