

APPENDIX A
AUTHORIZED DELEGATION BY COMPONENT

Component: **Brand, Communications and Corporate Affairs**

Description of Component Authority:

Brand, Communications and Corporate Affairs provides CBC/Radio-Canada with communications and government relations leadership, planning, advice, products and services from a corporate perspective and manages the use of corporate marks and branding activities.

The primary role of the Corporate Communications department is to provide the tools and expertise to communicate the Corporation's mandate, values, strengths, aspirations, initiatives and challenges to a range of audiences (internal and external), including governments, media, external stakeholders, employees and the general public, and to develop and nurture relationships with our supporters and partners.

The primary role of the Government Relations department is to increase awareness among parliamentarians, government and the bureaucracy for CBC/Radio-Canada initiatives and priorities by responding to questions, sharing information about the Corporation's work and supporting the Corporation's accountability to Canadians.

Regulatory Affairs oversees all regulatory matters that pertain to the Corporation's television, radio and specialty channels. Regulatory Affairs is the point of contact with the Canadian Radio-television and Telecommunications Commission (CRTC) and works to promote and defend the Corporation's interests before the CRTC.

Research and Analysis manages the ratings data business needs for the Corporation, produces the Semi-Annual Report Cards that demonstrate how well the Corporation is implementing its strategic directions and conducts surveys and analyses to track audio and video usage of Canadians.

The direct report to the President from Brand, Communications and Corporate Affairs has authority to sign all Contracts which fall within the Component's Authority as described above, subject to the limits indicated in the table below.

Exception to Component Authority:

The following activities may also be transacted by other Components within the Corporation as indicated:

- Communication activities undertaken by the Media Components, where the Component funds the initiative – such as program promotions including special events, partnerships/sponsorships, ad placement, monitoring marketing and public relations activities.

Brand, Communications and Corporate Affairs Delegation of Authorized Delegates table:

		Direct report to President from Brand, Communications and Corporate Affairs	Executive Group	Senior Management (PB10 / SM)	Management (PB 9)	Management (PB 8)
Contracts which fall within the scope of the activities of Brand, Communications and Corporate Affairs, including Contracts for goods and services		\$5 Million	\$250,000	\$100,000	\$100,000	\$100,000
Contracts which fall within the scope of the activities of Brand, Communications and Corporate Affairs where the main objective is to generate revenues, that commit the Corporation to a period of 4 years or less and do not require the Corporation to invest more than \$15 million	Revenue component	No limit	\$5 Million	\$1 Million	\$1 Million	\$1 Million
	CBC/Radio-Canada Investment	\$15 Million	\$250,000	\$100,000	\$100,000	\$100,000
Goods and services Contracts related to Regulatory Affairs		\$5 Million	\$100,000	N/A	N/A	N/A
Goods and services Contracts related to Research and Analysis		\$5 Million	N/A	\$1 Million	\$250,000	N/A

Component: **English/French Media Services**

Description of Component Authority:

The English and French Media Services are responsible for delivering a comprehensive array of programming offerings, including news and current affairs, arts and entertainment, children's programming and sports, via a broad range of services including radio, television, internet and satellite based services (the "Media Services").

The English and French Media Services also include the Corporate Business Partnerships group which has the following responsibilities:

- Conducts strategic business and competitive intelligence activities.
- Ensures that CBC/Radio-Canada leverages its top business relationships to create value.
- Leverages CBC/Radio-Canada's news through the expansion of news in airports, rail stations and other venues.
- Identifies, investigates, evaluates and negotiates opportunities and strategic business alliances that are in line with the Corporation's long-range goals.
- Identifies and pursues revenue and strategic opportunities through new businesses and partnerships.
- Manages and optimizes CBC/Radio-Canada's investments.

The direct report to the President from English Services and from French Services has authority to sign all Contracts which fall within the Component's Authority as described above, subject to the limits indicated in the table below.

English/French Media Services Delegation of Authorized Delegates table

		Direct report to President from Media Services	Executive Group	Senior Management (PB10 / SM)	Management (PB8 / PB9)	APS (PB6 / PB7) or Management (PB6/PB7)
Contracts for the acquisition, production, co-production, distribution or financing of content that commits the Corporation's programming schedule for a period of 4 years or less		\$10 Million	\$10 Million	\$5 Million	\$1.5 Million	\$100,000
Contracts for media placement and/or promotion that commits the Corporation to a period of 4 years or less		\$5 Million	\$5 Million	\$3 Million	\$1 Million	\$100,000
Contracts related to existing and new Media Services (including licensing, distribution, marketing, research and surveys, goods, and services)		\$5 Million	\$5 Million	\$3 Million	\$1 Million	\$100,000
Contracts related to the Media Services where the main objective is to generate revenues, that commit the Corporation to a period of 4 years or less and do not require the Corporation to invest more than \$15M	Revenue Component	No limit	No limit	\$5 Million	\$1 Million	\$100,000
	CBC/Radio-Canada Investment	\$15 Million	\$5 Million	\$1 Million	\$0	\$0
Short-term Contracts for the rental of third party or CBC/Radio-Canada premises/facilities for production and/or special events		\$5 Million	\$5 Million	\$3 Million	\$1 Million	\$100,000
Contracts which fall within the scope of the activities of Corporate Business Partnerships (including but not limited to Contracts for goods, services, and Contracts that are national in scope)		\$5 Million	\$2 Million	\$2 Million	\$1 Million	\$100,000
Contracts which fall within the scope of the activities of the Corporate Business Partnerships group where the main objective is to generate revenues that commit the Corporation to a period of 4 years or less and do not require the Corporation to invest more than \$15M	Revenue Component	No Limit	\$2 Million	\$2 Million	\$1 Million	N/A
	CBC/Radio-Canada Investment	\$15 Million	\$2 Million	\$1 Million	N/A	N/A

Component: **Finance**

Description of Component Authority:

Finance's mandate is to safeguard critical assets of the Corporation, discharge all regulatory and legal financial requirements, and report accurately on the financial position and operations to internal and external stakeholders and to ensure that management is provided with timely, relevant and sufficient information relating to all activities and decisions which have a financial impact on the Corporation.

The direct report to the President from Finance has authority to sign all Contracts which fall within the Component's Authority as described above, subject to the limits indicated in the table below.

Exception to Component Authority:

The following activities may also be transacted by other Components within the Corporation as indicated:

- Business decisions that fall within the scope of one of the Media Components, where the Component funds the initiative.

Co-Signing Authority:

With respect to:

- CBC/Radio-Canada standard purchase orders
 - Over \$10,000: the release of a purchase requisition from a Component constitutes the Principal Signatory and the release by Supply Management of the actual purchase order is the Co-signatory. The Co-Signatory must be the Senior Director of Supply Management or his or her delegate(s), as so authorized in writing by the Senior Director.
 - CBC/Radio-Canada standard purchase orders below \$10,000: the release by Supply Management of the actual purchase order constitutes the Principal Signatory. This signatory must be the Senior Director of Supply Management or his or her delegate(s), as so authorized in writing by the Senior Director.
- Advertising contracts over \$5 million, the authorized Co-Signatory in Finance is as in the table below.

The Authorized Delegate for Finance for co-signature must follow the following limits:

		Direct report to President from Finance	Executive Group	Senior Management (PB10 / SM)	Management (PB8 / PB9)	Management (PB7)
Expenditures		\$15 Million	\$15 Million	\$10 Million	\$5 Million	\$1 Million
Contracts where the main objective is to generate revenues, that commit the Corporation to a period of 4 years or less and do not require the Corporation to invest more than \$15M	Revenue Component	No limit	No limit	\$10 Million	\$5 Million	\$1 Million
	CBC/Radio-Canada Investment	\$15 Million	\$15 Million	\$10 Million	\$5 Million	\$1 Million

Finance Delegation of Authorized Delegates table:

	Direct report to President from Finance	Executive Group	Senior Management (PB10 / SM)	Management (PB8 / PB9)	APS (PB6 / PB7) or Management (PB7)
Contracts which fall within the scope of the activities of Finance (including but not limited to Contracts for goods, services, and Contracts that are national in scope)	\$5 Million	\$2 Million	\$2 Million	\$1 Million	\$100,000

Component: **Legal Services and General Counsel**

Description of Component Authority:

Legal Services advises journalists in their day-to-day work, as well as supports the various units and components in carrying out their business transactions, developing policies, managing intellectual property, and dealing with their human resource and industrial relations matters. They also provide legal opinions on a range of issues and defend CBC/Radio-Canada in court actions. Legal Services also includes the Corporate Secretariat as well as Records and Information Management.

The direct report to the President from Legal Services has authority to sign all Contracts which fall within the Component's Authority as described above, subject to the limits indicated in the table below.

Exception to Component Authority:

The following activities may also be transacted by other Components within the Corporation as indicated:

- None.

Legal Services Delegation of Authorized Delegates table:

	Direct report to President from Legal Services	Executive Group	Senior Management (PB10 / SM)
Documents related to land surveys, site agreements, indentures, rights of way	\$5 Million	\$2 Million	N/A
Commencement and settlement of legal disputes (including grievances)	\$5 Million	\$2 Million	N/A
Taking or granting of security (value of the security)	\$5 Million	\$2 Million	N/A
Contracts which fall within the scope of the activities of Legal Services (including but not limited to Contracts for goods and services)	\$5 Million	\$ 2 Million	\$100,000

Component: **People and Culture**

Description of Component Authority:

People and Culture is responsible for delivering the Corporation’s human resources strategy and services such as recruitment, talent management, compensation, benefits, pension, wellness programs and for the negotiation and administration of collective agreements and the resolution of labour and employment disputes.

People and Culture is also responsible for agreements related to human resources initiatives, including temporary employment agencies or recruitment firms, relocation providers, transition services, and pension and benefits providers.

The direct report to the President from People and Culture has authority to sign all Contracts which fall within the Component’s Authority as described above, subject to the limits indicated in the table below.

Exception to Component Authority:

The following activities may also be transacted by other Components within the Corporation as indicated:

- None.

People and Culture Delegation of Authorized Delegates table:

	Direct report to President from People and Culture	Executive Group	Senior Management (PB 10 / SM)
Collective (talent and employee) agreements	Yes	N/A	N/A
Contracts falling within the scope of the activities of People and Culture (other than Contracts related to hiring of staff outside of People and Culture), including Contracts for goods and services	\$5 Million	\$1 Million	\$500,000

Component: **Media Technology and Infrastructure Services (MTIS)**

Description of Component Authority:

MTIS is responsible for consistent media technology and infrastructure decision-making across the Corporation based on a unified and coherent technology strategy. This includes the promotion of coordinated technology and infrastructure investments and common technological platforms, where possible.

MTIS's responsibilities include: the development of a Corporation-wide technology strategy; the design and operations of the Corporation's broadcast, digital and enterprise infrastructure (hardware and software) and support; capital projects; engineering; telecommunications; transmission; production support; technical maintenance; presentation; and the design and operation of out-sourced or "cloud" platforms and infrastructure services for the Corporation's broadcast, digital and enterprise operations.

Within MTIS, Real Estate Services is responsible for CBC/Radio-Canada's real estate portfolio and the physical environment (including furniture) needed to carry out its operations. The activities of Real Estate Services include space procurement activities and transactions, property and facility management, space planning, design and construction, leasing to third parties, zoning matters, parking, property sales and the management and maintenance of the art collection.

The direct report to the President from MTIS has authority to sign all Contracts which fall within the Component's Authority as described above, subject to the limits indicated in the table below.

Exception to Component Authority:

The following activities may also be transacted by other Components within the Corporation as indicated:

- Contracts relating to the rental/use of premises or facilities for production purposes and special events (all Components).

Media Technology and Infrastructure Services Delegation of Authorized Delegates table:

	Direct report to President from Media Technology and Infrastructure Services	Executive Group	Senior Management (PB 10 / SM)	Management(PB9)	Management(PB8)	APS (PB6/PB7) and Management (PB7/PB8)
Acquisition or disposition of transmitter sites	\$4 Million	\$2 Million	\$1 Million	N/A	N/A	N/A
Contracts related to the licensing of premises or facilities for transmission purposes (including sub-license agreements) where CBC/Radio-Canada is licensor	\$4 Million	\$2 Million	\$1 Million	\$500,000	\$500,000	\$100,000
Contracts related to the licensing of premises or facilities for transmission purposes (including sub-license agreements) where CBC/Radio-Canada is licensee	\$15 Million	\$2 Million	\$1 Million	\$500,000	\$500,000	\$100,000
Contracts, including contracts for goods and services, which fall within the scope of the activities of Media Technology or Information Technology Services (not otherwise listed above)	\$5 Million	\$2 Million	\$1 Million	\$500,000	\$500,000	\$100,000
Contracts related to the acquisition or disposition of real estate	\$4 Million	\$2 Million	\$500,000	N/A	N/A	N/A
Contracts related to the rental of premises or facilities (including sub-lease agreements) where CBC/Radio-Canada is landlord	\$4 Million	\$2 Million	\$500,000	N/A	N/A	N/A
Contracts related to the rental of premises or facilities (including sub-lease agreements) where CBC/Radio-Canada is the tenant	\$15 Million	\$2 Million	\$500,000	N/A	N/A	N/A
Contracts for goods and services related to real estate	\$5 Million	\$2 Million	\$1 Million	\$500,000	\$500,000	\$100,000
Other Contracts related to the carrying out of MTIS (not otherwise listed above)	\$5 Million	\$2 Million	N/A	N/A	N/A	N/A