

## Regulations and other acts

Gouvernement du Québec

### **O.C. 844-2007, 26 September 2007**

An Act respecting the Ministère de l'Immigration et des Communautés culturelles (R.S.Q., c. M-16.1);

Terms and conditions for the signing of certain deeds, documents or writings of the Ministère de l'Immigration et des Communautés culturelles

WHEREAS the Ministère de l'Immigration et des Communautés culturelles is governed by the terms and conditions of the signing of certain deeds, documents and writings of the Ministère des Relations avec les citoyens et de l'Immigration made by Order in Council 699-99 dated 16 June 1999 under the Act respecting the Ministère des Relations avec les citoyens et de l'Immigration (R.S.Q., c. M-25.01);

WHEREAS section 14 of the Act respecting the Ministère de l'Immigration et des Communautés culturelles (R.S.Q., c. M-16.1) has prescribed since 2005 that a deed, document or writing is binding on the Minister or may be attributed to the Minister only if it is signed by the Minister, the Deputy Minister, a member of the personnel of the department or an employee and, in the last two cases, only to the extent determined by the Government;

WHEREAS, under section 27 of the Financial Administration Act (R.S.Q., c. A-6.001), a member of the personnel of another department may also be authorized to bind the Minister;

WHEREAS it is expedient to make new terms and conditions for the signing of certain deeds, documents or writings of the Ministère de l'Immigration et des Communautés culturelles;

IT IS ORDERED, therefore, on the recommendation of Minister of Immigration and Cultural Communities:

THAT the Terms and conditions for the signing of certain deeds, documents or writings of the Ministère de l'Immigration et des Communautés culturelles, attached to this Order in Council, be made;

THAT this Order in Council replace Order in Council 699-99 dated 16 June 1999;

THAT this Order in Council come into force on the date of its publication in the *Gazette officielle du Québec*.

GÉRARD BIBEAU,  
*Clerk of the Conseil exécutif*

### SCHEDULE

#### TERMS AND CONDITIONS FOR THE SIGNING OF CERTAIN DEEDS, DOCUMENTS OR WRITINGS OF THE MINISTÈRE DE L'IMMIGRATION ET DES COMMUNAUTÉS CULTURELLES

1. Any deed, document or writing signed, in accordance with the Act, by an associate deputy minister or assistant deputy minister of the Ministère de l'Immigration et des Communautés culturelles or, where applicable, by a person authorized to perform the duties of those persons on a provisional or interim basis, is binding on the Minister and may be attributed to the Minister as though the Minister had signed it himself or herself.

The same applies to a deed, document or writing listed in the following provisions when signed by a member of the personnel or employee of the department referred to therein or the person authorized to perform the duties of those persons on a provisional or interim basis, insofar as the person acts within his or her jurisdiction.

2. The director general of administration is authorized to sign all the writings referred to in the first paragraph of section 1.

3. A director general is authorized to sign supply contracts for less than \$25,000, professional and auxiliary services contracts for less than \$250,000 and any other document pertaining to the promise and awarding of grants under a program whose standards are approved by the Conseil du trésor.

4. A regional director or a director is authorized to sign supply contracts for less than \$10,000, professional and auxiliary services contracts for less than \$100,000 and any other document pertaining to the promise and awarding of grants under a program whose standards are approved by the Conseil du trésor.

5. The director of financial resources is also authorized to sign loan or investment contracts and advances of funds for less than \$25,000.

6. The director of material resources is also authorized to sign supply contracts for less than \$25,000 and occupancy agreements for less than \$800,000 entered into with the Société immobilière du Québec.

7. A director in charge of information technologies or systems is also authorized to sign computer equipment supply contracts for less than \$100,000.

8. An assistant director or a head of service is authorized to sign supply contracts for less than \$10,000 and professional and auxiliary services contracts for less than \$25,000.

9. A supply officer is authorized to sign supply contracts for less than \$5,000 and professional and auxiliary services contracts for less than \$5,000.

10. An administrative officer is authorized to sign supply contracts for less than \$1,000 and professional and auxiliary services contracts for less than \$1,000.

11. The director of public affairs and communications and the director of legal affairs are authorized to sign supply contracts for less than \$10,000 and professional and auxiliary services contracts for less than \$100,000.

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