**Required Submission Documents**

**For pre-publication (Regulations)**

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|  Document  | Template  |
| Letter of Transmittal (English or French)  | [Process Guide for Governor in Council Submissions (Other than Regulations) - Canada.ca](https://www.canada.ca/en/privy-council/services/orders-in-council/process-guide-governor-council-submissions.html)  |
| Ministerial Recommendation, signed by Minister (bilingual) – ***optional*** | [Process Guide for Governor in Council Submissions (Other than Regulations) - Canada.ca](https://www.canada.ca/en/privy-council/services/orders-in-council/process-guide-governor-council-submissions.html)  |
| Notice and Regulation (bilingual) in colour  | Contact your legal counsel |
| RIAS Cover Page, signed by Minister (bilingual)  | [RIAS and Triage Templates - wiki (gccollab.ca)](https://wiki.gccollab.ca/RIAS_and_Triage_Templates)  |
| RIAS (English and French)  | [RIAS and Triage Templates - wiki (gccollab.ca)](https://wiki.gccollab.ca/RIAS_and_Triage_Templates)  |
| Communications Plan or Assessment (English and French) S*peak with your RAS Analyst to determine which is appropriate* | Contact your communications team   |
| Supplementary Note (English and French) S*peak with your RAS Analyst to determine if needed* | [Process Guide for Governor in Council Submissions (Other than Regulations) - Canada.ca](https://www.canada.ca/en/privy-council/services/orders-in-council/process-guide-governor-council-submissions.html)  |
| Request for insertion in Canada Gazette, signed (English or French)  | [Request for insertion for federal departments and agencies - Canada.ca](https://canadagazette.gc.ca/pi-ip/fif-eng.html) |

**For final publication** **(Regulations)**

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| Document  | Template  |
| Letter of Transmittal (English or French)  | [Process Guide for Governor in Council Submissions (Other than Regulations) - Canada.ca](https://www.canada.ca/en/privy-council/services/orders-in-council/process-guide-governor-council-submissions.html)  |
| Ministerial Recommendation, signed by Minister (bilingual)  | [Process Guide for Governor in Council Submissions (Other than Regulations) - Canada.ca](https://www.canada.ca/en/privy-council/services/orders-in-council/process-guide-governor-council-submissions.html)  |
| Order and Regulation (bilingual) in colour  | Contact your legal counsel |
| RIAS Cover Page, signed by Minister (bilingual)  | [RIAS and Triage Templates - wiki (gccollab.ca)](https://wiki.gccollab.ca/RIAS_and_Triage_Templates)  |
| RIAS (English and French)  | [RIAS and Triage Templates - wiki (gccollab.ca)](https://wiki.gccollab.ca/RIAS_and_Triage_Templates)  |
| Communications Plan or Assessment (English and French) S*peak with your RAS Analyst to determine which is appropriate* | Contact your communications team   |
| Supplementary Note (English and French) S*peak with your RAS Analyst to determine if needed* | [Process Guide for Governor in Council Submissions (Other than Regulations) - Canada.ca](https://www.canada.ca/en/privy-council/services/orders-in-council/process-guide-governor-council-submissions.html)  |
| Request for insertion in Canada Gazette, signed (English or French)  | [Request for insertion for federal departments and agencies - Canada.ca](https://canadagazette.gc.ca/pi-ip/fif-eng.html) |

**For MAR proposals**

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| Document  | Template  |
| Letter of Transmittal (English or French)  | [Process Guide for Governor in Council Submissions (Other than Regulations) - Canada.ca](https://www.canada.ca/en/privy-council/services/orders-in-council/process-guide-governor-council-submissions.html)  |
| Ministerial Recommendation, signed by Minister (bilingual) – ***optional*** | [Process Guide for Governor in Council Submissions (Other than Regulations) - Canada.ca](https://www.canada.ca/en/privy-council/services/orders-in-council/process-guide-governor-council-submissions.html)  |
| Order and Regulation (bilingual) in colour  | Contact your legal counsel |
| RIAS Cover Page, signed by Minister (bilingual)  | [RIAS and Triage Templates - wiki (gccollab.ca)](https://wiki.gccollab.ca/RIAS_and_Triage_Templates)  |
| RIAS (English and French)  | [RIAS and Triage Templates - wiki (gccollab.ca)](https://wiki.gccollab.ca/RIAS_and_Triage_Templates)  |
| Supplementary Note (English and French) S*peak with your RAS Analyst to determine if needed* | [Process Guide for Governor in Council Submissions (Other than Regulations) - Canada.ca](https://www.canada.ca/en/privy-council/services/orders-in-council/process-guide-governor-council-submissions.html)  |
| Request for insertion in Canada Gazette, signed (English or French)  | [Request for insertion for federal departments and agencies - Canada.ca](https://canadagazette.gc.ca/pi-ip/fif-eng.html) |

**For Statutory Instrument Orders** (for publication in CG-II)

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| Document  | Template  |
| Letter of Transmittal (English or French)  | [Process Guide for Governor in Council Submissions (Other than Regulations) - Canada.ca](https://www.canada.ca/en/privy-council/services/orders-in-council/process-guide-governor-council-submissions.html)  |
| Ministerial Recommendation, signed by Minister (bilingual)  | [Process Guide for Governor in Council Submissions (Other than Regulations) - Canada.ca](https://www.canada.ca/en/privy-council/services/orders-in-council/process-guide-governor-council-submissions.html)  |
| Order (bilingual) in colour  | Contact your legal counsel |
| Explanatory Note (English and French)  | [Process Guide for Governor in Council Submissions (Other than Regulations) - Canada.ca](https://www.canada.ca/en/privy-council/services/orders-in-council/process-guide-governor-council-submissions.html)  |
| Communications Plan or Assessment (English and French) S*peak with your RAS Analyst to determine if needed* | Contact your communications team   |
| Supplementary Note (English and French) S*peak with your RAS Analyst to determine if needed* | [Process Guide for Governor in Council Submissions (Other than Regulations) - Canada.ca](https://www.canada.ca/en/privy-council/services/orders-in-council/process-guide-governor-council-submissions.html)  |
| Request for insertion in Canada Gazette, signed (English or French)  | [Request for insertion for federal departments and agencies - Canada.ca](https://canadagazette.gc.ca/pi-ip/fif-eng.html) |