Information session: 2025-26 Official Languages Review

Oversight and Compliance Team

Official Languages Centre of Excellence

Office of the Chief Human Resources Officer

Treasury Board of Canada Secretariat

February 25, 2026

Strengthened monitoring

Monitoring of federal institutions' compliance

- More detailed information and supporting evidence are now required
- The responses, clarifications and supporting evidence provided are reviewed and validated by the Official Languages Centre of Excellence (OLCE)

Results of an official languages review

- May serve as a starting point for an audit or an evaluation (to come)

Available tools

Tools related to reporting

- Official Languages Accountability and Reporting Framework
- Monitoring tools
  - 2025-2027 official languages review cycle
  - Instruction sheet and presentation on official languages reviews
  - Presentation on official languages statistical data
  - FAQs and user guide for SOLO (System for Official Languages Obligations)
- Audit and evaluation tools
  - Information session for persons responsible for official languages (PROLs) and persons responsible for Part VII of the Act (PRP7s). Monitoring, audit and evaluation

Other tools

- Under "Tools" on GCwiki (Community of Official Languages)
- Includes tools for implementing parts V and VII of the *Official Languages Act*

2025–26 reviews:
Fewer questions, but more targeted

New cycle, two priorities

- Strengthening monitoring by the OLCE
- Reducing administrative burden

Key areas of focus for the 2025–2027 cycle

- Priority on parts V and VII of the act
- Part V: Significant gaps persist
- Part VII: Need a clear picture of institutions' current level of understanding and compliance in order to identify issues and adjust tools if needed

New questionnaire

- Half the questions and sub-questions than in the 2023–2025 cycle
- Half the number of requests for clarifications or documents

Instruction sheet

- Completely revised
- Essential to refer to it

Why a review?

Legislative requirement: *Official Languages Act*

- The Treasury Board is required to table an annual report on official languages (AROL) in Parliament every year

Annual Report on Official Languages

- The results of the reviews are used to draft the AROL
- The Treasury Board may name, in the AROL, any institution that does not submit a review
- The AROL is used to report on federal institutions' compliance with the act

Institutional diagnostic

- Identify strengths and challenges related to official languages
- Highlight trends and good practices

Other uses for your reviews

- To communicate your achievements to stakeholders
- To develop implementation tools
- To document and track progress in institutions

AROL Readership

Canadian public and media

LANG Committee (House)

OLLO Committee (Senate)

Parliamentarians

- General public in Canada
- Federal public servants
- Stakeholders (for example, FCFA, TALQ)
- Media (mostly minority media outlets)

- Enhanced oversight roles for the implementation of the *Official Languages Act* by federal institutions
- Receive copies of all federal institutions' official languages reviews
- Parliamentary appearances by standing committees on official languages

- Office of the Commissioner of Official Languages
- Shadow Cabinet ministers
- Interested members of Parliament

What is the official languages monitoring exercise?
Two key components

Official languages review questionnaire	
Divided into sections • Governance • Monitoring • Communications with and services to the public • Leadership – Language of work	• Language of work • Human resources management • Advancement of equality of status and use of English and French

Data on official languages and your workforce	
▪ Collection of statistical data on your workforce (resources that provide services to the public, first official language of employees, language requirements for management, and so on)	
Institutions that use the Position and Classification Information System (PCIS)	**Institutions that don't use the PCIS**
• Update your official languages data in your human resources system by March 31 • Data is extracted using the PCIS	• Enter official languages statistical data in SOLO (System for Official Languages Obligations) • Information sessions will be held for relevant federal institutions in late March

What's new: Highlights

- No questions on equitable participation
- Only two questions on communications with and services to the public (linked to performance indicators)
- Only one question on Part IV in the Human Resources Management section (related to the reapplication exercise)

The new questions focus on:

- Part V

- Part VII (section fully revised and updated)

Integration of multiple-choice questions:

- Allows several answers to be selected for a given question

Instruction sheet:
- Overhauled and enhanced

What to watch for?

Instruction sheet
- Refer to it every time it is mentioned in a question in SOLO, **before** you draft your response

Clear and precise responses
- Provide accurate, clear and concise information related only to the question asked
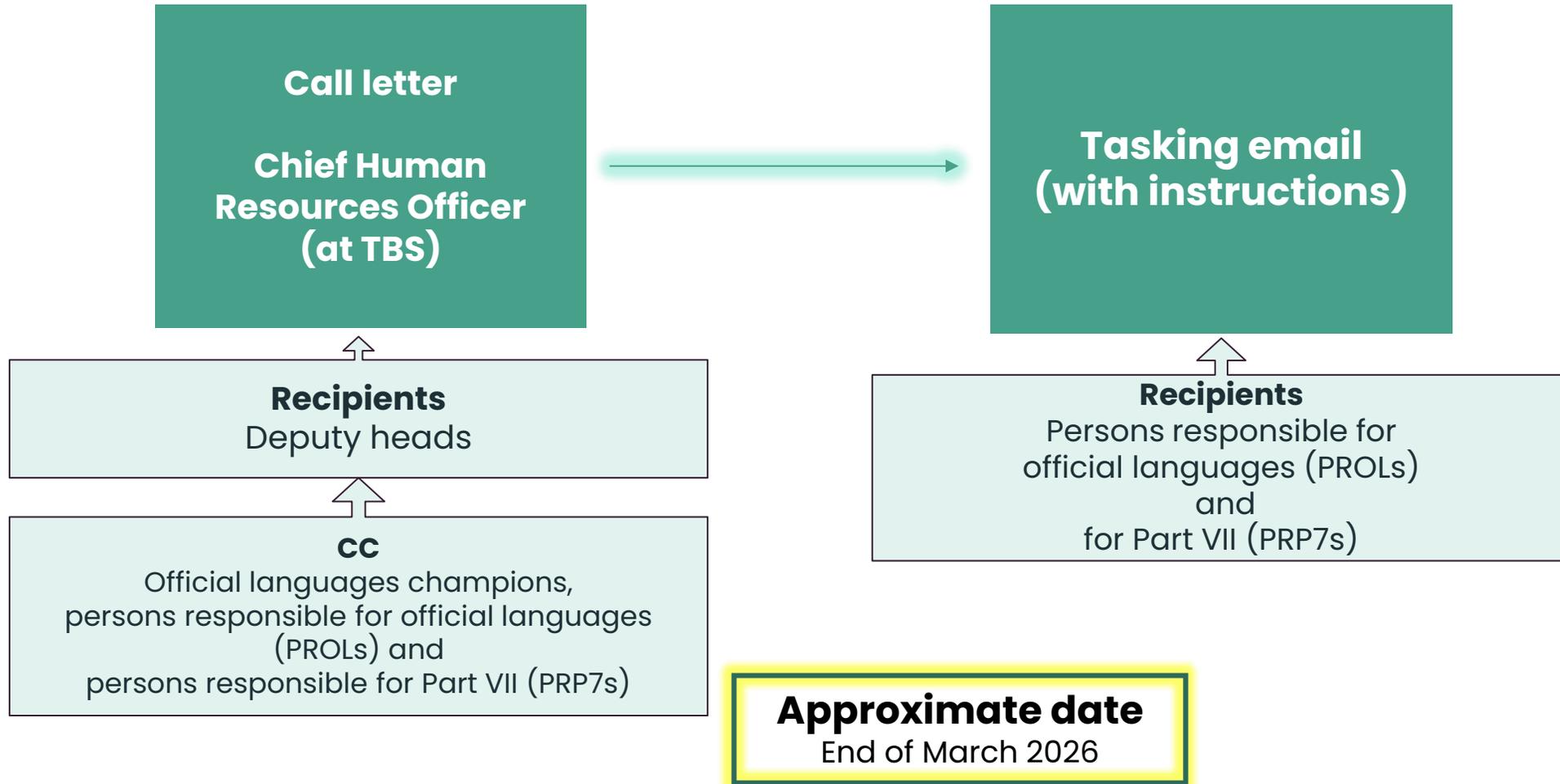- Indicate precisely **where to find the relevant elements in the documents you provide**

Responses in both official languages
- Provide answers in **both English and French** in the comment boxes
- Documents intended for Parliament must be submitted in both official languages

Meeting submission deadlines
- Submit your review by the deadline **to prevent delays in the drafting of the AROL and tabling it in Parliament**

Launch 2025-26

Call letter

Chief Human Resources Officer (at TBS) → **Tasking email (with instructions)**

Recipients
Deputy heads

CC
Official languages champions,
persons responsible for official languages (PROLs) and
persons responsible for Part VII (PRP7s)

Recipients
Persons responsible for
official languages (PROLs)
and
for Part VII (PRP7s)

Approximate date
End of March 2026

Procedure:
Submitting your review and your workforce data

Deadline
May 29, 2026

Official languages review
(SOLO + email for PDF supporting documents)

OLReview-BilanLO@tbs-sct.gc.ca

→

Data on official languages and workforce
(PCIS* or official languages statistical data** in SOLO)
*Deadline March 31, 2026
**Deadline May 29, 2026

→

⚠️

Important
Once revised and validated by TBS, send a copy of your review to:

Clerk of the House of Commons Standing Committee on Official Languages

lang@parl.gc.ca

Clerk of the Standing Senate Committee on Official Languages

ollo@sen.parl.gc.ca

Office of the Commissioner of Official Languages

comm@clo-ocol.gc.ca

Community stakeholders

FCFA: info.pol@fcfa.ca
TALQ: info@talq.ca

Communicating with the Official Languages Centre of Excellence

Are you the person responsible for official languages (PROL) in your institution,
under subsection 6.1.2 of the *Policy on Official Languages*?
Are you the person responsible for Part VII of the *Official Languages Act* (PRP7) in your institution?

Yes

No

Requests for interpretation of *the Policy on Official Languages* and its related directives	OLCEInformationCELO@tbs-sct.gc.ca
Requests for meetings, presentations, briefings or general information	OLCEInformationCELO@tbs-sct.gc.ca
Requests related to the official languages regulations, the Official Languages Regulations Reapplication Exercise or SOLO (System for Official Languages Obligations)	Part IV OLReg - RegLO partie IV
Requests related to the Annual Report on Official Languages and the annual monitoring exercise on official languages	OLReview-BilanLO@tbs-sct.gc.ca
Requests related to official languages audits and evaluations	olceaudit-evaluationcelo@tbs-sct.gc.ca
Requests related to the Second Language Training Framework	OLCE-2OL-Learning_CELO-Apprentissage-2LO@tbs-sct.gc.ca

Send your request to your institution's PROL or PRP7 (for questions about Part VII of the act)
List of PROLs and PRP7s

The PROL and the PRP7 are your institution's official languages experts. They liaise between the Official Languages Centre of Excellence and your institution. If the PROL or the PRP7 answers your question, they will contact the centre of excellence on your behalf.

Business standards
The Official Languages Centre of Excellence has a service standard of 10 business days to answer questions. For complex questions, this time frame may be extended.

Appendix A

System for Official Languages Obligations (SOLO)

Visit our Wiki page or click on the following links:

- Link to SOLO Production
- Link to SOLO Simulator
- Presentation: SOLO Training
- SOLO Training FAQ
- SOLO User Guide
- Transcription: SOLO Training
- Video: SOLO Training

Appendix B

Two-year cycle 2025–2027

Go to our <u>Reporting page on GCwiki</u> page at

<u>https://wiki.gccollab.ca/Community_of_Official_Languages/Tools/Monitoring</u>

To find out where your institution is in the two-year cycle for **2025–26 and 2026–27**, go to **<u>List: 2025 to 2027 cycle</u>**.