



# Understanding the ATSSC's Structure

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*For new employees*

ATSSC · SCDATA

Service Excellence / L'excellence en service



Administrative Tribunals  
Support Service of Canada

Service canadien d'appui  
aux tribunaux administratifs

Canada

# What is the ATSSC?

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The ATSSC was established with the coming into force on November 1, 2014, of the Administrative Tribunals Support Service of Canada Act.

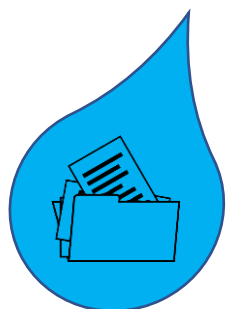
**The ATSSC is responsible for providing support services and facilities to 12 federal administrative tribunals by way of a single, integrated organization.**

These support services are carried out by ATSSC employees: individuals working in the five secretariats and in internal services.

# ATSSC support services

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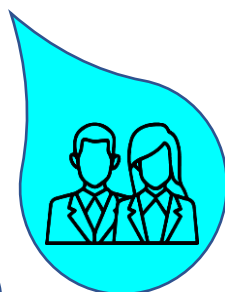
## Secretariats



Registry services

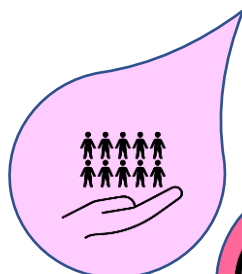


Legal services



Mandate and member services

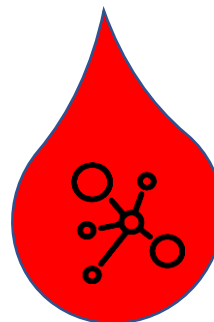
## Internal Services



Human resources



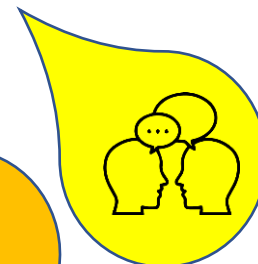
Financial services



Information management and technology



Accommodation and Security



Planning and Communications

# ATSSC's five secretariats

## 5 SECRETARIATS serving 12 TRIBUNALS:

Canada Industrial Relations Board (CIRB) Secretariat

Social Security Tribunal (SST) Secretariat

Federal Public Sector Labour Relations and Employment Board (FPSLREB) Secretariat

Integrated Secretariat (1) – [serving the following tribunals:](#)

- Canada Agricultural Review Tribunal (CART)
- Canadian Cultural Property Export Review Board (CCPERB)
- Environmental Protection Tribunal of Canada (EPTC)
- Specific Claims Tribunal (SCT)
- Transportation Appeal Tribunal of Canada (TATC)

Integrated Secretariat (2) – [serving the following tribunals:](#)

- Canadian International Trade Tribunal (CITT)
- Competition Tribunal (CT)
- Public Servants Disclosure Protection Tribunal (PSDPT)
- Canadian Human Rights Tribunal (CHRT)

# ATSSC and Tribunal heads

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## ATSSC's Chief Administrator



**Orlando Da Silva, LSM**  
Chief Administrator

The Chief Administrator, is responsible for the provision of the support services and the facilities that are needed by each of the administrative tribunals to exercise its powers and perform its duties and functions in accordance with the rules that apply to its work.

## Tribunal Chairperson

The chairperson of an administrative tribunal has supervision over and direction of the work of the tribunal.

# ATSSC employees vs. tribunal members

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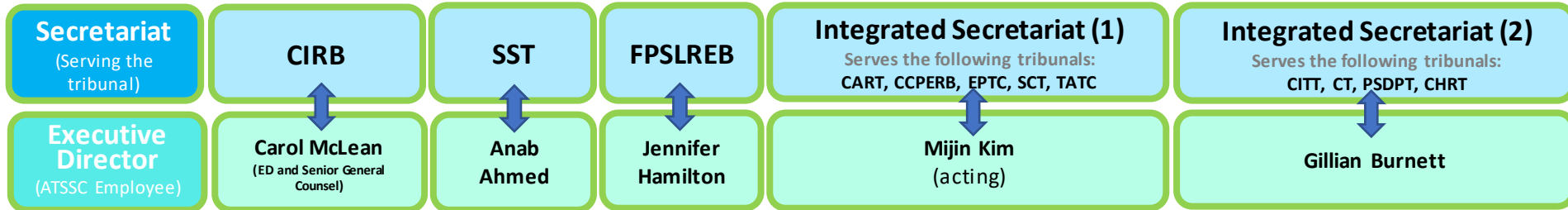
| ATSSC employees  | Tribunal members  |
|--|---|
| <p>ATSSC employees are federal public servants working in one of the secretariats or in Internal Services.</p> | <p>Tribunal members are not public servants, but rather individuals who have been appointed by the Governor in Council (GIC) for a term of up to 5-years, with the possibility of re-appointment. Tribunal members (GICs) are the decision-makers for the tribunal.</p> |

# Secretariats vs. Tribunals

Secretariat = ATSSC

Tribunal ≠ ATSSC

## ATSSC



## Independent tribunals served by the ATSSC

