



**Official
Languages Centre
of Excellence**

Information session: Official Languages Statistical Data 2024-25

The Monitoring Team
Official Languages Centre of Excellence (OLCE)
Office of the Chief Human Resources Officer (OCHRO)
Treasury Board of Canada Secretariat (TBS)

March 2025



Logistics

Modernized OLA

Treasury Board's responsibilities

Leadership and horizontal coordination

- The President of the Treasury Board (TB) is now responsible for exercising leadership within the federal government for the **implementation, coordination and good governance** of the *Official Languages Act* (OLA).

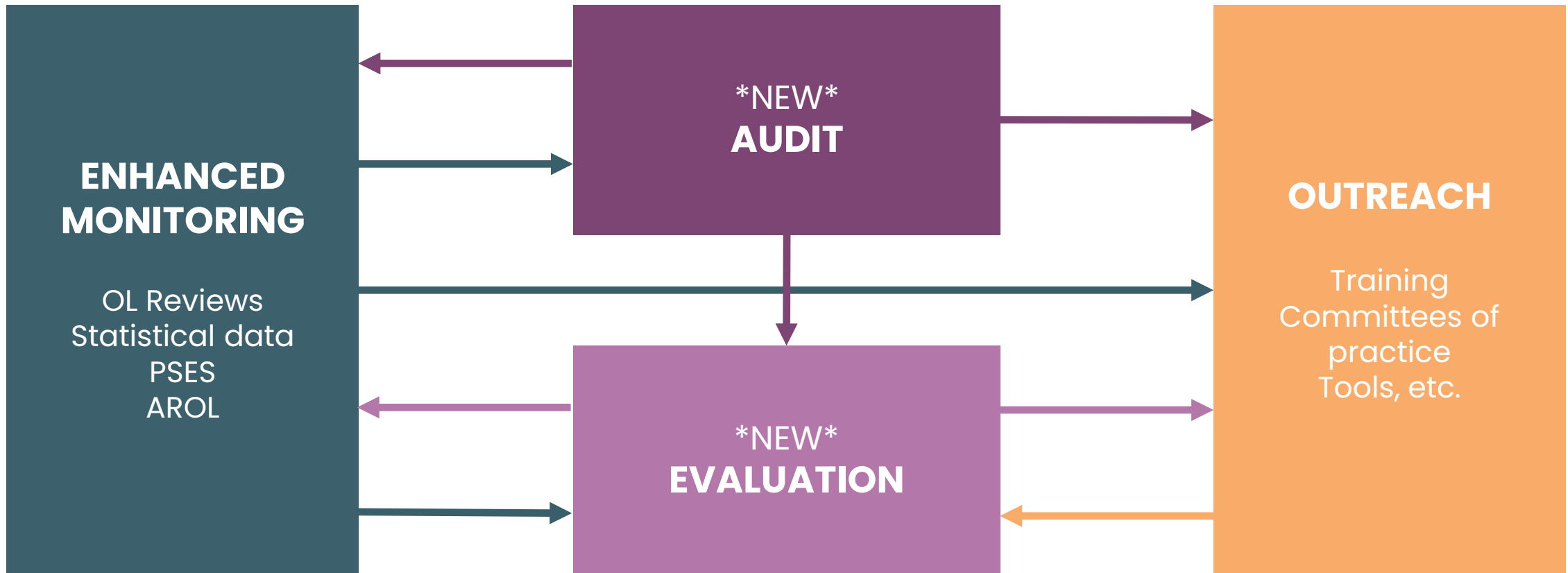
Monitoring compliance

- TB's previous **discretionary** authorities for communications with and services to the public (Part IV), language of work (Part V) and equitable participation of English and French-speaking Canadians (Part VI) have now become **mandatory**, meaning that TBS **must** monitor and audit the compliance of federal institutions with official languages (OL), and evaluate OL policies and programs in federal institutions.

Enhanced Monitoring

UNCLASSIFIED / NON CLASSIFIÉ

ACCOUNTABILITY AND REPORTING FRAMEWORK



REQUIREMENTS, REPORTING AND RESULTS

LEGISLATIVE REQUIREMENT: OFFICIAL LANGUAGES ACT (OLA)

- Under Part VIII of the *OLA*, the President of the Treasury Board (TB) must submit an annual report to Parliament (the Annual Report on Official Languages) on the status of programs in the various federal institutions.

ANNUAL REPORT ON OFFICIAL LANGUAGES (AROL)

- **The official languages data collected on federal institutions' workforce is used to draft the TB's AROL.**
- Should an institution fail to submit its workforce data within the established timelines, TBS reserves the right to name the institution in the AROL.
- Allows parliamentarians and the Canadian public to examine the state of bilingualism within the public service of Canada.

INSTITUTIONAL DIAGNOSTIC

- Can help identify areas of strength and opportunity for improvement on institutional bilingualism.
- Allows to determine the bilingual capacity for:
 - Communications with and services to the public (Part IV);
 - Language of work (Part V); and
 - Participation of English-speaking and French-speaking Canadians (Part VI).

AROL Readership

**Canadian
public / media**

- General Canadian public
- Federal public servants
- Stakeholders (FCFA, QCGN, etc.)
- Media (mostly minority media outlets)

**LANG
Committee
(HOUSE)**

- Enhanced oversight roles for the implementation of the OLA by federal institutions
- Receive copies of the OL Reviews
- Parliamentary appearances by standing committees on OL

**OLLO
Committee
(Senate)**

Parliamentarians

- Office of the Commissioner of Official Languages (OCOL)
- Shadow cabinet ministers
- Interested MPs

What is the Annual OL Review Exercise? CLASSIFIÉ

Two key components

OL REVIEW QUESTIONNAIRE (PARTS IV, V, VI AND VII)

- Collects OL related information with questions on Governance, Monitoring, Communications and Services to the Public, Languages of Work, Leadership, Equitable Participation and Human Resources Management.
- Collects information on positive measures taken in relation to:
 - enhancing vitality of official languages minority communities and fostering English and French
 - protecting and promoting the French language
 - consulting with key stakeholders representing OLMC

OFFICIAL LANGUAGES WORKFORCE DATA

- Collects statistical workforce data on OL from federal institutions (resources providing services to the public, first official language of employees, language requirements of management, etc.)

If your institution is part of the Core Public Administration

- Update OL workforce data in institution's HR system.
- TBS extracts data via the Position and Classification Information System (PCIS).

If your institution is not part of the Core Public Administration

- Fill out your institution's Official Languages Statistical Data (OLSD) in SOLO.

Your responsibilities

- Complete your institution's Official Languages Statistical Data in the System for Obligations on Official Languages (SOLO).
- Data requested as of March 31, 2025.
- Deadline for the submission of data: May 30, 2025.

Important notes for collecting Workforce Data

- Instructions in each section (Parts IV, V and VI) provide more details on the collection of your workforce data. Please also refer to the [SOLO User Guide.pdf](#) for more information.
- The number of resources should only be calculated once (#English, #French, #Bilingual). If no resources, indicate "0" (do not leave the boxes empty).
- Part IV: If a resource responds to requests from the public via a toll-free telephone service as well as by email, calculate the resource in which it allocates the most time (e.g., 75% for a 1-800 line versus 25% for emails)
- Part V: It refers to the number of resources that provide personal and central services, as well as supervision, to other employees located in a bilingual region for language of work purposes (refer to the [List of Bilingual Regions of Canada for Language-of-Work Purposes](#)).
- Part VI: The total of employees by first official language must correspond to the same totals in each of the tables (Participation "by province" and "by occupational category")

Submitting your data in SOLO

- The status of each part of the OLA must be set to "Ready for Submission" in order to access the "Submit Questionnaire" button.
- TBS will revise and validate your data and will contact you for additional information, or will inform you of the results of the revision and validation.
- Once TBS will complete your submission, your task for OL Statistical Data in SOLO will be completed.

Statistical Data on Official Languages

Statistical Data on Official Languages is to meet the Treasury Board's information needs on the status of the Official Languages Programs in institutions/organizations subject to the [Official Languages Act \(OLA\)](#) but for whom the Treasury Board does not represent the employer.

The filter table lists tables on statistical data on official languages sent to your institution for completion. The default sort order is by fiscal year, descending.

[← Back to dashboard](#) [Submit questionnaire](#)

| Status | Parts under the OLA | % complete | Modified date |
|------------------|---|---------------------------|---------------|
| Ready for submit | Part IV - Communications with and Services to the Public | 3 of 3 questions (100%) | 2023-07-25 |
| Ready for submit | Part V - Language of Work | 11 of 11 questions (100%) | 2023-07-25 |
| Ready for submit | Part VI - Participation of English-speaking and French-speaking Canadians | 20 of 20 questions (100%) | 2023-07-25 |

Once the "Submit questionnaire" tab is selected, the OL Statistical Data Questionnaire will be set to "Pending" (red box) indicating that TBS will review the questionnaire for approval.

Filter items Showing 1 to 1 of 1 entries | Show entries

| Status | Code | Title | Publish date | Due date |
|---------|------|---|--------------|----------|
| Pending | NFB | 2022 - 23 OL Statistical Data | 2023-03-23 | |

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CONTACT US



Official Languages Centre of Excellence

If you have any questions, comments or ideas you would like to share with us, please feel free to send us an email at: OLCEInformationCELO@tbs-sct.gc.ca



Official Languages Regulations and the System for Official Languages Obligations (SOLO)

If you have any questions about the Regulations or SOLO, please communicate with us at: info-ollo@tbs-sct.gc.ca



Annual Reviews and Annual Report

For all questions related to the Annual Review on Official Languages or the Annual Report on Official Languages published by TBS, please contact: OLReview-BilanLO@tbs-sct.gc.ca



Second Language Training Framework

For all questions or comments regarding the Second Language Training Framework, please contact: OLCE-2OL-Learning_CELO-Apprentissage-2LO@tbs-sct.gc.ca



A decorative border surrounds the central text, featuring stylized autumn leaves in shades of teal, orange, and dark blue, along with tree silhouettes. The border is composed of several overlapping layers of these elements, creating a rich, seasonal frame.

Question period

ANNEX

System for Official Languages Obligations (SOLO)

Visit or Wiki page [Community of Official Languages – wiki](#) 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](#)

Official Languages Accountability and Reporting Mechanisms

| | ENHANCED MONITORING | AUDIT | EVALUATION |
|--------------------|---|--|--|
| OBJECTIVES | Monitor federal institutions for their compliance | Audit federal institutions for their compliance | Evaluate the effectiveness and efficiency of policies and programs |
| LEGAL FRAMEWORK | Act, Regulations, Policies, Directives | Act, Regulations, Policies, Directives | <u>Developed by federal institutions:</u> Guidelines, internal directives, standards, administrative rules, action plans |
| TOOLS | <ul style="list-style-type: none"> Federal institutions' Official Languages Reviews Official languages workforce data Public Service Employee Survey Annual Report on Official Languages | <ul style="list-style-type: none"> Preliminary report Feedback from federal institutions Final report | <ul style="list-style-type: none"> Preliminary report Feedback from federal institutions Final report |
| COMMUNICATION MODE | <ul style="list-style-type: none"> Online publication of the Annual Report on Official Languages Online publication of the Public Service Employee Survey results Submission of the institutions' Official Languages Reviews to stakeholders | <ul style="list-style-type: none"> Online publication Submission to Office of the Commissioner of Official Languages | <ul style="list-style-type: none"> Online publication |