# Triage Statement

**Part 1: Overview of proposal**

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| **Sponsoring regulatory organization(s)** | Click or tap here to enter text. |
| **Title of proposal** | Click or tap here to enter text. |
| **Statutory authority** | Click or tap here to enter text. |
| **Target Treasury Board meeting (approximate date)** | Click or tap here to enter text. |
| **Other Cabinet decision required? (Cabinet, budget, Treasury Board Part A, PM or machinery of government). Please also include relevant past decisions.** | Click or tap here to enter text. |

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| **Pre-publication (indicate comment period or exemption)** |
| Provide a rationale for pre-publication periods other than 30 days or requests for exemption from pre-publication   * Click or tap here to enter text. |

An analyst from the Regulatory Affairs Sector of the Treasury Board of Canada Secretariat (TBS-RAS) will send comments to the originating regulatory organization within 10 business days of receipt of a Triage Statement unless a different timeline is mutually agreed upon.

The Triage is intended to be an initial assessment of a regulatory proposal. Departments and agencies are encouraged to use bullet points wherever possible.

The regulatory department or agency is responsible for ensuring the awareness of their senior management (director-level or above) regarding the status of Triage submission and approvals.

Please note that a Triage Statement is not required for a Miscellaneous Amendment Regulation (MAR) proposal. Departments should instead consult the Standard Operating Procedures for MAR and contact TBS-RAS for further information.

To ensure that you are using the most recent version of the triage template and to get access to other tools and guidance documents designed to help you navigate the regulatory process, please visit out [GCwiki page.](https://wiki.gccollab.ca/Cabinet_Directive_on_Regulation_(CDR))

1. Background Provide background information for the proposal, for example, program, history, other policy approvals received, links to relevant portions of websites, and regulatory review.

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| Click or tap here to enter text. |

1. Issue(s) Describe the public policy issue(s) that the proposal would address.

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| * Click or tap here to enter text. |

1. Description Summarize the proposal in non-legal, plain language.

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| * Click or tap here to enter text. |

1. Objectives Describe the expected policy goals and outcomes,

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| * Click or tap here to enter text. |

Part 2: Consultation, coordination and communication

1. Consultation Provide a list of stakeholders consulted or to be consulted. Describe any consultations that have occurred. What additional consultations will be taking place? If there will be no consultations, explain why. See the [Policy on Regulatory Development](https://www.canada.ca/en/government/system/laws/developing-improving-federal-regulations/requirements-developing-managing-reviewing-regulations/guidelines-tools/policy-regulatory-development.html).

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| * Click or tap here to enter text. |

1. Forward Regul**atory Plan**Is the proposal in your department’s or agency’s Forward Regulatory Plan, and when was it added? If it is not in the plan, explain. See the [Policy on Regulatory Transparency and Accountability](https://www.canada.ca/en/government/system/laws/developing-improving-federal-regulations/requirements-developing-managing-reviewing-regulations/guidelines-tools/policy-regulatory-transparency-accountability.html).

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| * Click or tap here to enter text. |

1. Coordination Does the proposal impact the mandate of any other minister? If so, has the pertinent department or agency been consulted, and what is its position? If the department or agency has not been consulted, explain.

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| * Click or tap here to enter text. |

1. Public and media attention What public and media attention is anticipated? What is the anticipated communications plan (proactive or reactive, high or low)?

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| * Click or tap here to enter text. |

**Part 3: Analytical requirements**

The answers to the questions in this part should be based on readily available information. Identify any unknowns or additional analysis required in the text box provided.

1. Costs and benefits

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| See the [Policy on Cost Benefit Analysis](https://www.canada.ca/en/government/system/laws/developing-improving-federal-regulations/requirements-developing-managing-reviewing-regulations/guidelines-tools/policy-cost-benefit-analysis.html) and associated guide. | | |
| I.1 Indicate the estimated gross costs of the proposal, including costs to businesses, consumers, Canadians and government: | | |
| **No costs** | **Low cost: under $10 million over 10 years or under $1 million annually** | **Significant cost: Over $10 million over 10 years or over $1 million annually** |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

Describe and justify the preliminary estimate of the incremental gross costs, including preliminary assumptions, calculations and analysis. Describe the associated benefits (include any qualitative benefits to health and safety, the environment, public security, the economy, trade, businesses and society). *Briefly* describe any analysis still to be done.

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| * Click or tap here to enter text. |

1. Gender-based analysis+ (GBA+) and other distributional issues

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| For information on GBA+, visit the [Status of Women Canada website](http://www.swc-cfc.gc.ca/gba-acs/index-en.html). | **Yes/No** |
| J.1. Was GBA+ conducted for this regulatory proposal? If yes, describe below. | Choose an item. |
| If no, answer questions J.2 and J.3, and provide additional information below. |  |
| J.2. Would any groups be affected disproportionately by the proposal (based on factors such as gender, sex, age, language, education, geography, culture, ethnicity, income, ability, sexual orientation or gender identity)? | Choose an item. |
| J.3. Have any concerns been expressed by stakeholders or the public regarding the possible consequences of the proposal to different groups? | Choose an item. |

Briefly describe any analysis done or analysis still to be done:

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| * Click or tap here to enter text. |

1. Strategic environmental assessment

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| See the [Cabinet Directive on the Environmental Assessment of Policy, Plan and Program Proposals](http://www.ceaa.gc.ca/default.asp?lang=En&n=b3186435-1). | **Yes/No** |
| K.1. Has a preliminary scan been conducted? | Choose an item. |
| K.2. If yes, based on the results of the preliminary scan, is a strategic environmental assessment required? | Choose an item. |

Briefly describe any analysis done or analysis still to be done:

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| * Click or tap here to enter text. |

1. Modern treaty obligations and Indigenous engagement and consultation

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| See the [Crown-Indigenous Relations and Northern Affairs Canada](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.canada.ca%2Fen%2Fcrown-indigenous-relations-northern-affairs.html&data=04%7C01%7CChris.Adams%40tbs-sct.gc.ca%7C3e7835af993f4a60e16908d9ea66faed%7C6397df10459540479c4f03311282152b%7C0%7C0%7C637798550276466936%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=mQ6%2FiOV98AtBHPy0k2TGilIAhhlBmCwN%2Fc9oKXQawU8%3D&reserved=0) web site and the Cabinet Directive on the Federal Approach to Modern Treaty Implementation | **Yes/No** |
| L.1. Does this proposal impact Indigenous peoples? | Choose an item. |
| If yes, explain:   * Click or tap here to enter text. | |
| L.2. Have potentially impacted Indigenous peoples been engaged? | Choose an item. |
| L.3. Could the proposal trigger the Crown’s duty to consult? | Choose an item. |
| L.4. Has an Assessment of Modern Treaty Implications been conducted pursuant to the [Cabinet Directive on the Federal Approach to Modern Treaty Implementation](https://www.aadnc-aandc.gc.ca/eng/1436450503766/1436450578774)? | Choose an item. |
| L.5. If yes, did the assessment identify any modern treaty implications? | Choose an item. |

Briefly describe any analysis done or analysis still to be done. Provide a summary of the implications, results of engagement activities, and how these were taken into consideration in the design and implementation of the proposal.

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| * Click or tap here to enter text. |

1. One-for-one rule

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| See the [Policy on Limiting Regulatory Burden on Business.](https://www.canada.ca/en/government/system/laws/developing-improving-federal-regulations/requirements-developing-managing-reviewing-regulations/guidelines-tools/policy-limiting-regulatory-burden-business.html) | **Yes/No** |
| M.1. Would the proposal result in any **increase** in administrative burden on business? | Choose an item. |
| M.2. Would the proposal result in any **decrease** in administrative burden on business? | Choose an item. |
| M.3. Would the proposal create a new regulatory title that imposes new administrative burden on business? | Choose an item. |
| M.4. Would the proposal repeal an existing regulatory title? | Choose an item. |
| M.5. If the proposal would increase administrative burden on business, will an exemption be sought from the requirement to offset this burden and any new regulatory titles created? | Choose an item. |

Briefly describe any analysis done or analysis still to be done:

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| * Click or tap here to enter text. |

1. Small business lens

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| See the [Policy on Limiting Regulatory Burden on Business](https://www.canada.ca/en/government/system/laws/developing-improving-federal-regulations/requirements-developing-managing-reviewing-regulations/guidelines-tools/policy-limiting-regulatory-burden-business.html). | **Yes/No** |
| N.1. Would the proposal result in cost impacts on small businesses? | Choose an item. |
| N.2. If yes, are you considering flexible approaches or otherwise taking proactive steps to limit cost impacts on small businesses? | Choose an item. |

Briefly describe any analysis done or analysis still to be done:

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| * Click or tap here to enter text. |

1. Regulatory Cooperation and Alignment

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| See the [Policy on Regulatory Development](https://www.canada.ca/en/government/system/laws/developing-improving-federal-regulations/requirements-developing-managing-reviewing-regulations/guidelines-tools/policy-regulatory-development.html). | **Yes/No** |
| O.1. Is the proposal linked to any international agreements or obligations? | Choose an item. |
| O.2. Is the regulatory proposal part of an existing formal regulatory cooperation initiative, such as:   * the Canada-U.S. Regulatory Cooperation Council? * the Canada-E.U. Regulatory Cooperation Forum? * the Federal-Provincial/Territorial Regulatory Reconciliation and Cooperation Table? | Choose an item. |
| O.3. Has there been an assessment of other jurisdictions or international organizations to identify where regulatory cooperation or alignment may be possible? | Choose an item. |
| O.4. Is there an opportunity to pursue a regulatory cooperation or alignment approach with any other jurisdictions or international organizations? | Choose an item. |
| O.5. Does the regulatory proposal align with another jurisdiction (for example, Canada’s provinces or territories, the US, the EU, international organizations) or a standard-setting body? | Choose an item. |
| O.6. Does the regulatory proposal propose to have specific Canadian requirements that differ from existing regulations or standards in other jurisdictions? | Choose an item. |

Briefly describe any analysis done or analysis still to be done:

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| * Click or tap here to enter text. |

1. Other considerations

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| P.1. Describe and explain any link(s) between the proposal and other policy instruments (for example, memoranda to Cabinet, the federal budget, Speech from the Throne, Treasury Board submission or regulatory review): |
| * Click or tap here to enter text. |
| P.2. Are there any legal risks associated with the proposal? (Yes/No) Explain: |
| * Click or tap here to enter text. |
| P.3. Are there any privacy considerations associated with the proposal? (Yes/No) Explain: |
| * Click or tap here to enter text. |
| P.4. Is the proposal associated with significant new federal government activities (for example, delivery of a new program, new IT systems) or spending (including source of funding)? (Yes/No) Explain: |
| * Click or tap here to enter text. |
| P.5. Are there any new or amended fees or charges as part of this proposal, whether or not the Service Fees Act applies? (Yes/No) Explain: |
| * Click or tap here to enter text. |
| P.6. Does this proposal address amendments requested by the Standing Joint Committee for the Scrutiny of Regulations? (Yes/No) Explain: |
| * Click or tap here to enter text. |

**Part 4: Summary of analytical and submission requirements**

The department or agency and TBS-RAS agree that the analytical and submission requirements identified in this document will be presented in the Regulatory Impact Analysis Statement (RIAS).

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| **Departmental contact** | **Email** | **Phone number** |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

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| **RIAS and submission requirements (to be filled out by TBS-RAS only)** | |
| Requirements are based on information provided in this document and are subject to change if new information is provided.  Details of requirements are outlined in associated policies and guides. | |
| **Cost-benefit analysis (no cost, low cost, significant cost)** | Click or tap here to enter text. |
| TBS-RAS remarks | |
| **Gender-based analysis+ (GBA+)** | Click or tap here to enter text. |
| **Strategic environmental assessment** | Click or tap here to enter text. |
| **Indigenous engagement, constitutional and modern treaty obligations** | Click or tap here to enter text. |
| **One-for-one rule** | Click or tap here to enter text. |
| **Small business lens** | Click or tap here to enter text. |
| **Regulatory cooperation and alignment** | Click or tap here to enter text. |
| Indicate other requirements | |
| **Other considerations** Indicate any other requirements such as:   * the need for a Privacy Impact Assessment * whether legal risk assessments need to be provided to TBS * whether a Treasury Board submission is required * other factors, as applicable | Click or tap here to enter text. |
| **Supplementary notes** Is a supplementary note required? What additional information is expected? | Click or tap here to enter text. |
| **Letter of concurrence** Is a letter of concurrence required, or is another minister required to sign a Ministerial Recommendation? | Click or tap here to enter text. |
| **Other TBS-RAS remarks** | Click or tap here to enter text. |