

PROGRESSIVE

ABORIGINAL RELATIONS:

Deadlines and Requirements

Committed Level Deadline and Requirements

Deadline: Ongoing

To qualify for the PAR Committed Level all companies are required to pay and sign the PAR participation agreement.

Required Documents

- I. 2020 PAR Report (keep submission to 24 pages)
- II. Completed Documentation and Target Checklist
- III. Annual Application Fee to CCAB (\$1000 + HST). Please email Luanne Whitecrow (lwhitecrow@ccab.com) for invoice.
- IV. PAR Verifier booked for high level feedback. Choose your verifier (see list of verifiers below), please email Luanne Whitecrow (lwhitecrow@ccab.com) and inform her of your selection.

Price of Committed Review by Verifier

- ✓ \$1,000 + HST paid directly to Verifier. Please contact your verifier for the invoice.
- ✓ Verifiers must be booked upon completing either Phase level. All reports will be required to be reviewed by PAR Verifier and cleared before accessing next level.
- ✓ The Vancouver Gala is in September of every year. Companies that reach the PAR Committed Level will be announced onstage.

Understanding PAR Committed Level Fee Structure

PAR Year	Stage	Program Fee	PAR Verifier Review Fee	Total/YR
1	Phase 1	\$1000.00	\$1000.00	\$2000.00
2	Phase 2	\$1000.00	\$1000.00	\$2000.00
3	Phase 3	\$1000.00	\$1000.00	\$2000.00

Certified Level Deadline and Requirements

Deadline: April 1st of every year (5PM EST)

To qualify for the PAR Certified Level all following documentation must be in by April 1st.

Required Documents

- I. **Reporting Period is 3 years.** You need to submit reports for years 2017, 2018, and 2019 into one report called “2020.”
- II. Completed Documentation and Target Checklist & Data Trend Chart
- III. Application Fee to CCAB (\$1000 + HST). Please email Luanne Whitecrow (lwhitecrow@ccab.com) for invoice.
- IV. PAR Verifier booked for *Onsite Verification* to company office by April 1, 2020. Choose your verifier (see list of verifiers below), please email Luanne Whitecrow (lwhitecrow@ccab.com) and inform her of your selection and date.
 - ✓ Onsite verifications will start April 15, 2020 and must be complete by July 1, 2020.
 - ✓ The Jury will meet in late July to award company standing.
 - ✓ The Vancouver Gala is in September 2020. Companies that reach the PAR Certified Level will receive a certificate onstage.
- V. Price of Verification (Highlighted in Yellow)

PAR Year	Stage	Program Fee	PAR Verifier Fee	Opt Review	Total/YR
4	Certify	\$1000.00	\$4500.00 plus HST	\$1000.00	\$5500.00
5	Cert Year 2	\$1000.00		\$1000.00	\$1000.00
6	Cert Year 3	\$1000.00		\$1000.00	\$1000.00
7	Recertify	\$1000.00	\$4500.00 plus HST	\$1000.00	\$5500.00

Verification fee is paid directly to verifier. Companies will also be required to pay for accommodation and travel. Please contact your verifier for the invoice.

*Smaller cost fee structure for Small Business (50 Employees or less) available upon request

List of Verifiers

British Columbia

CLAIRE MARSHALL, *President*

C. Marshall & Associates

604-801-5203

claire@marshallassociates.ca

Ontario

ELLEN PERRY

Perry & Associates

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Alberta

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Quebec

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