

To: Assistant Deputy Ministers
Corporate Services

May 30, 2008
File No: 177002

From: Cheryl Wenezenki-Yolland
Comptroller General

Subject: Lobbying by Government Contractors

There is a possibility that ministries may enter into contracts with vendors who are also under contract with outside agencies or companies to lobby government on other issues. In such situations, there is a potential for the vendor to be, or to be perceived to be, in a conflict of interest. Ministries would not be aware of any current or future lobbying activity of the vendor when entering into these contracts.

To assist in preventing situations of this nature, it has been decided that a "Notice to Contractors" will be included with all new service contracts effective immediately. This notice will remind contractors that when they are under contract to government, it is their responsibility to determine if they fall within the parameters of the Lobbyists Registration Act and register if necessary.

Attached is the Notice to Contractors. It is also available in electronic form at: <http://www.pss.gov.bc.ca/psb/procurement/procurement-policy-and-procedures.html>
Your cooperation is requested to ensure that this notice is included with each new service contract issued by your ministry.

Please ensure that all staff in your ministry who are involved in procurement are aware of this new requirement.

Sincerely,

Cheryl Wenezenki-Yolland, CMA, FCMA
Comptroller General

Enclosure

pc: Senior Financial Officers
OCG Management
Procurement Council



NOTICE TO CONTRACTORS

As a contractor with the Province, it is your responsibility to abide by all applicable laws. This is to bring to your attention that if you are conducting services for the province, and you also fall within the parameters of the Lobbyists Registration Act, then it is your responsibility to make this determination and register if necessary.