

Restrictions on the Hiring and use of Former City of Toronto Management Employees for City Contracts

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PAGE : 1 of 2

PURPOSE

To ensure that former City of Toronto management employees who took part in a separation program or received a retirement package, are prohibited from participating in contracts directly or indirectly related to the City of Toronto or its special purpose bodies for a period of two years starting from an employee's separation date.

POLICY

A standard clause is to be inserted in all competitive procurement calls and requests issued by the City and its special purpose bodies, in order to advise companies, firms and individuals and ensure compliance with this policy. Accordingly, all respondents competing for a City of Toronto contract will be asked to identify, by name, any former City management employees now under their employ if: the employee left the present City of Toronto and its special purpose bodies with a separation package or retirement incentive; and, if the project contract is within two years of the date of termination of the former City employee.

Former employees covered by this policy are prohibited from participating in contracts directly or indirectly related to the City of Toronto or its special purpose bodies for a period of two years starting from the employee's separation date. This would include, but not be limited to, for example, the following roles:

- As an independent contractor/consultant;
- As a contractor/consultant on City project work for a company/firm (but, the firm may compete); or
- As a contractor/consultant on City project work for a company/firm that has been sub-contracted by another company/firm.

Notes: (1) Adopted by Council at its meeting of February 4, 5, & 6, 1998, Report No. 2, Clause No. 2 of the Strategic Policies and Priorities Committee, and (2) Revised by City Council at its meeting of November 26, 27, 28, 2002, Report No. 14, Clause No. 6, Administration Committee.

PROCEDURES

(1) The above policy will be included in all applicable competitive procurement calls/requests issued by the Purchasing and Materials Management Division.

(2) In addition, all applicable competitive procurement calls/requests issued by the Purchasing and Materials Management Division will include the following statement:

"Former City of Toronto management employees who took part in a separation program or received a retirement incentive are prohibited from participating in contracts directly or indirectly related to the City of Toronto and its special purpose bodies for a period of two years starting from an employee's termination date.

Respondents are to state the name(s) of any former City of Toronto management employee(s) hired/used by your firm, if any, who have left the employ of the City or its special purpose bodies within the last two years. Specify: _____

(3) This policy will be considered in the evaluation of all submissions received by the City of Toronto.

CONTACT

Should you have any questions, please contact the Purchasing and Materials Management Division. In the event that further interpretation is required, please contact the Manager, Corporate Purchasing Policy & Quality Assurance at 416-392-0387 or Supervisor, Policy, Training & Technology at 416-392-1305.