



Canadian Diverse Vendor Certification Form (Voluntary)

Stantec and its clients are committed to reducing barriers for small and medium sized business and to increasing inclusion of businesses owned by underrepresented groups such as those who identify as Indigenous to Canada, women, disabled, visible minority, 2SLGBTQIA+, and or veteran. To measure the success of our commitment, Stantec kindly requests that vendors self-identify and provide any necessary documentations/certifications to accountspayable@stantec.com.

All information will be protected in accordance with applicable Canadian privacy laws such as the *Personal Information Protection and Electronic Documents Act* (PIPEDA) and Stantec's Privacy policy: <https://www.stantec.com/content/dam/stantec/files/PDFAssets/Policies/privacy-policy-related-practices-procedures.pdf>.

Use of Data & Consent: By completing this form, you are giving consent to Stantec to use aggregate data in internal and external reports related to our sustainability program, business requests, equity-related certification, and other special programs. Participation is voluntary and encouraged. At any time, your consent can be rescinded by contacting accountspayable@stantec.com.

Learn more about Stantec's Indigenous Business & Relations Practice [IR Practice.pdf \(stantec.com\)](#)

Opt-in to receive additional communications from our team on diversity initiatives and or programming.

CANADIAN ORGANIZATION

Legal Business Name:

Mailing Address:

City:

Province/Territory:

Postal Code:

Phone:

Email:

Web Site URL:

Contact Name:

Individual/Sole proprietor Corporation Partnership Limited Liability Company Other

Services Offered:

Geographical Areas Served:

Please select those that apply (one is not restricted to serving these locations):

- British Columbia
- Alberta
- Saskatchewan
- Manitoba
- Ontario
- Quebec

- Newfoundland & Labrador
- New Brunswick
- Nova Scotia
- Prince Edward Island
- Yukon
- Northwest Territories
- Nunavut

UNDERREPRESENTED GROUPS OR SOCIOECONOMIC CLASSIFICATIONS

Definitions of underrepresented or socioeconomic classifications are consistent with those of Public Services and Procurement Canada.

✓ Check all that apply or check here if none apply:

The business is >51% majority owned and controlled by a person(s) or firm in Canada that identifies as:

- Indigenous
 - Inuit
 - First Nation (status and non-status)
 - Métis
- Indigenous Designated* (*verification letter from the Indigenous community or / band council resolution is required for each project)
- Women
- Visible Minorities
- People with disabilities
- Veterans
- 2SLGBTQIA+

The business is:

- Small Business (firms with less than 100 paid employees)
- Medium Business (firms with 100 – 499 paid employees)

The undersigned certifies the foregoing information is true and correct and agrees to notify Stantec promptly if any information changes:

Printed Name:

Date:

Signature:

To assist in completing this form, definitions of underrepresented groups stem mainly from Canadian Government procurement programs, and or partners that lead diversity and inclusion initiatives. Helpful links may include:

[Procurement Policy - Canada.ca](#)

[Indigenous business and federal procurement \(sac-isc.gc.ca\)](#)

[buyandsell.gc.ca - Buyandsell.gc.ca](#)

[Employment Equity Groups - Canada.ca](#)

[Home - Women Business Enterprises Canada \(WBE Canada\)](#)

[Visible minority of person \(statcan.gc.ca\)](#)

[Mandate, mission, vision, values and ethics - Veterans Affairs Canada](#)

[CGLCC | LGBTQ2 Business Trade Mission](#)

Definitions to guide completion of this form may include but are not limited to:

Indigenous owned Business (Canadian): ‘Indigenous’ is the collective name for the original peoples of Canada and their descendants, and includes persons who are First Nations, Inuit, or Métis. Indigenous business refers to a business with >51% ownership and control by persons who identify as either First Nation, Inuit, or Métis.

First Nations, Inuit, or Métis owned Business: refers to businesses with >51% ownership and control by person(s) of Canada who identify as either First Nation, Inuit, or Métis.

Designated Indigenous Business: refers to any business, regardless of ownership, that is designated by an Indigenous community to represent that community in trade. Often the designated business will perform work and share benefits back to the Indigenous community. **IMPORTANT:** written evidence of the formal relationship between the business and the specific Indigenous community must be shared with Stantec for EACH project through a written letter from community leadership (i.e. Chief) or through a Band Council Resolution (BCR).

Visible Minority owned Business: refers to a business with >51% ownership and control by person(s) of Canada, other than Indigenous peoples, who identify as non-Caucasian in race or non-white in colour. Some of the visibility minority populations in Canada may be referred to as: South Asian, Chinese, Black, Filipino, Arab, Latin American, Southwest Asian, West Asian, Korean, and Japanese. [Visible minority of person \(statcan.gc.ca\)](#)

People with Diverse-abilities or Disabilities owned Business: refers to a business with >51% ownership and control by people of Canada who have a long-term or recurring physical, mental, sensory, psychiatric or learning impairment and who consider themselves to be disadvantaged by reason of that impairment, or believe that an employer is likely to consider them to be disadvantaged by reason of that impairment, and includes persons whose functional limitation owing to their impairment have been accommodated in their current workplace. [Employment Equity Groups - Canada.ca](#)

Veteran owned Business: refers to a business with >51% ownership and control by any person(s) who are former member of the Canadian Armed Forces who successfully underwent basic training and is honorably discharged. [Mandate, mission, vision, values and ethics - Veterans Affairs Canada](#)

2SLGBTQIA+ owned Business: refers to a business with >51% ownership and control by any person(s) who identifies as a member of the 2SLGBTQIA+ community (Lesbian, Gay, Bisexual, Transgender, Questioning, Intersex, and Two-Spirit). [CGLCC | LGBTQ2 Business Trade Mission](#)