**SCHEDULE “K”**

### CONSULTATIONS

Pursuant to Section 5.03 of the Final Settlement Agreement (“FSA”), the Canadian Armed Forces (“CAF”), the Royal Canadian Mounted Police (“RCMP”) and the Canada School of Public Service (“CSPS”) will consult with a non-governmental organization subject matter expert (“SME”) to be selected by the Reconciliation and Memorialization Measures Panel (“RMM Panel”) on ways to improve existing training on LGBTQ2 inclusion in the workplace. In addition, the LGBTQ2 Secretariat, Privy Council Office (“PCO”), will consult with the SME, regarding ways to enhance LGBTQ2 inclusion in the Federal workplace.

This document sets out a proposed consultation schedule. Should circumstances require it, the process, schedule or representatives may be amended or changed by the identified organizations with notice to the RMM Panel to address challenges and facilitate the objective of the consultations.

**1. Lead Representatives**

The lead representatives in respect of the consultations will be:

#### a) CAF

Colonel Francois Bariteau

Director General Military Personnel Francois.bariteau@forces.gc.ca

613-901-8944

Lieutenant-Colonel Nathalie Boisvert

Director Human Rights and Diversity

Nathalie.Boisvert@forces.gc.ca

613-901-9029

#### b) CSPS

Nathalie Laviades-Jodouin

Director General, Foundational and Specialized Learning nathalie.laviades-jodouin@canada.ca

819-956-5585

#### c) RCMP

Janet Henstock

National Manager, Diversity and Employment Equity janet.henstock@rcmp-grc.gc.ca

613-843-6404

#### d) LGBTQ2 Secretariat, PCO

Samantha Mcdonald

Executive Director, LGBTQ2 Secretariat samantha.mcdonald@pco-bcp.gc.ca

613-943-5567

e) **SME**

To be determined by the RMM Panel

#### 2. Appointment and funding of SME by RMM Panel

Upon establishment, or as soon as possible thereafter, the RMM Panel will select an SME to engage in the consultations for the fulfillment of the consultation commitments in section 4.03 of the FSA. Pursuant to sections 4.01 and 4.03 of the FSA, the reasonable costs of the SME will be approved by the RMM Panel and will be paid from the RMM Fund.

#### 3. Training Consultations

It is proposed that the LGBTQ2 Training Consultations between the CAF, CSPS and RCMP with the SME involve three phases: Phase I Needs Assessment, Phase II Development, and Phase III Finalization.

#### Phase I – Needs Assessment

1. During the period July 15, 2018 to September 30, 2018, the parties will hold 1 or 2 formal meetings of representatives. Additional separate meetings between the SME and lead representatives of specific organizations may be held as required;
2. CAF, CSPS and RCMP will share information concerning existing diversity training content with SME, and assist SME with understanding these organizations and their structure and processes;
3. SME will share subject matter expertise and types of program development, advice and input that can be provided;
4. All parties will brainstorm on methods to develop and improve CAF, CSPS and RCMP LGBTQ2 inclusion related training;
5. All parties to agree on meeting dates for Phase II and III;
6. SME to provide an estimate of its reasonable costs and submit to RMM Panel for consideration and approval.

#### Phase II – Development

1. During the period October 1, 2018–December 31, 2018, the parties will hold 1 or 2 formal meetings of representatives to discuss possible areas for improvement suggested by SME. Further communications or meetings may be scheduled on consent;
2. SME to develop and provide proposals and content for training and provide advice regarding the integration of proposed input or material into CAF, CSPS and RCMP training programs;
3. Upon receipt of a draft report outlining proposals and content, CAF, CSPS and RCMP will have an opportunity to provide comments and suggestions to ensure the recommendations reflect and take into account existing programs and training, which the SME will consider and integrate as appropriate;
4. If necessary, SME will update the estimate of its reasonable costs and submit to RMM Panel for consideration and approval.

#### Phase III – Finalization

1. During the period between January 1, 2018 and March 31, 2019, SME, in consultation with CAF, CSPS, and RCMP, will finalize its recommendations and proposals for training improvement initiatives;
2. SME to submit its report summarizing proposals and recommendations to CAF, CSPS and RCMP, a copy of which will be submitted to RMM Panel;
3. SME to submit final invoice for its reasonable costs of consultation to RMM Panel for consideration and approval.

#### 4. LGBTQ2 Inclusion in Federal Workplace Consultations

LGBTQ2 Secretariat will consult with the SME, with the objective of exploring new ideas for promoting LGBTQ2 diversity and inclusion within the federal workplace. The SME will provide best-practices and innovative ideas for promoting LGBTQ2 diversity and inclusion, including a review of best-practices in government contexts and non-governmental organizations.

#### Consultation Process

1. During the period from July 15, 2018, to September 30, 2018, a meeting will be held between the SME and representatives of PCO to discuss the types of advice and input that the SME could provide;
2. PCO will facilitate meetings of the SME and relevant Departments, such as Treasury

Board Secretariat, to gain information on existing diversity and inclusion approaches;

1. During the period between September 30, 2018 and March 31, 2019, further communications and meetings will be held as required. During this time:
	1. SME will develop and provide a review of best-practices and innovative ideas for promoting LGBTQ2 inclusion in the federal workplaces;

* 1. PCO will have an opportunity to provide comments and suggestions to ensure the recommendations reflect and take into account existing initiatives, which the SME will consider and integrate as appropriate;

1. SME to submit a report summarizing proposals and recommendations to PCO, a copy of which will be provided to RMM Panel;

1. SME to submit final invoice for its reasonable costs of consultation to RMM Panel for consideration and approval.