

Directive on Digital Talent

Implementation Guidance for Procurement Officers

Implementation Guidance Key:



Managers



HR



Procurement



Help and resources

Forms

Need your forms? All of them can be easily found on the [GC Digital Talent platform](#).

Talent search

Looking for digital talent? Find prequalified talent on the [GC Digital Talent platform](#).

Contact

Have questions? We are here to help! Email us at GCTalentGC@tbs-sct.gc.ca.

GC Digital Talent Platform: talent.canada.ca



Why the new Directive?

The new [Directive on Digital Talent](#) aims to improve performance outcomes on digital talent sourcing and address requirements not currently reflected in other policy instruments. Some managers may not be aware that there are considerations related to digital services contracting and talent sourcing in the IT collective agreement. It's important for departments to adopt consistent approaches in addressing these requirements.

What's in it for me?



Establish standard procedures

The Directive establishes procedures to support departments in meeting their legal obligations related to staffing and procurement of digital talent.



Reduce artificial dependency on contracting

The Directive enables OCIO to help managers find the digital talent they need, so they don't need to rely on contracting to fill that gap.



Get business intelligence

Departments will have access to the data collected through the Directive for their own planning and decision making.



No extra approvals

Directive requirements do not impose additional approval steps by OCIO for procurement officers or their clients to proceed with a procurement action.

What is required?

There are new reporting requirements for departments when a procurement process for digital talent or digital services is initiated.



What should procurement officials be aware of?



Obligations to fulfill the requirements fall under managers, digital initiative leads, or delegated authorities (business owners).

Procurement officers **are not responsible** for fulfilling these requirements by submitting reporting forms directly.

Procurement officers **are responsible** for informing those accessing procurement services of the new reporting requirements, and for emphasizing their role in reducing risk and improving departmental talent sourcing outcomes.

Reporting requirement

This requirement only applies in specific situations.



Digital services contracting questionnaire

This is required when a business owner initiates a procurement process for digital talent or digital services.

In addition, if **talent shortage** is the primary rationale for using procurement, the business owner needs to verify that no talent is available through a [GC Digital Talent search](#). This step must be taken prior to submitting the Digital Services Contracting Questionnaire. The tracking number generated from the search needs to be included in the Digital Services Contracting Questionnaire.