

Office of the Secretary to the Governor General

Fees Report

Fiscal year 2018 to 2019

The Right Honourable Justin Trudeau
Prime Minister of Canada

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About this report

This report, which is tabled under section 20 of the *Service Fees Act* and subsection 4.2.8 of the *Directive on Charging and Special Financial Authorities*, contains information about the fees that the Office of the Secretary to the Governor General had the authority to charge in the 2018 to 2019 fiscal year.

This report contains information about all fees that are under the Office of the Secretary to the Governor General's authority.

The information reported includes fees that:

- fall under the *Service Fees Act*.

The information covers fees set by:

- act, regulation or fees notice.

For fees set by act, regulation or fees notice, the report provides totals for fee groupings, as well as detailed information for each individual fee.

Remissions

A remission is a partial or full return of a fee to a fee payer who paid for a service for which a department deemed that the service standard was not met.

At the time of this report being tabled, the Office of the Secretary to the Governor General is not subject to the requirements pursuant to section 7 of the *Service Fees Act* and its related instrument, therefore it does not have a remission policy.

No other remissions related to fees were issued by the Office of the Secretary to the Governor General since it did not have or seek other authorities to remit.

Overall totals, by fee type

The following table presents the total revenue, cost and remissions for all fees that the Office of the Secretary to the Governor General had the authority to charge in fiscal year 2018 to 2019, by fee type.

Overall totals for fiscal year 2018 to 2019, by fee type

Fee type	Revenue (\$)	Cost (\$)	Remissions (\$)
Fees set by contract	0	0	Remissions do not apply to fees set by contract.
Fees set by market base, auction or both	0	0	Remissions do not apply to fees set by market base, auction or both.
Fees set by act, regulation or fees notice	31,755	66,195	0
Total	31,755	66,195	0

Totals for fees set by act, regulation or fees notice, by fee grouping

The following table presents the single fee grouping, the total revenue, cost and remissions for all fees that the Office of the Secretary to the Governor General had the authority to charge in fiscal year 2018 to 2019 that are set by any of the following:

- *Act*
- *Regulation*

A fee grouping is a grouping of all of the fees that a department has the authority to charge for activities relating to a single business line, directorate or program.

Application processing fees for the Grant of Coat of Arms by the Canadian Heraldic Authority: totals for fiscal year 2018 to 2019

Fee Grouping: Application processing fees for the Granting of Coats of Arms by the Canadian Heraldic Authority: totals for fiscal year 2018 to 2019

Fee grouping	Application Processing fees for the Granting of Coats of Arms by the Canadian Heraldic Authority	
Revenue (\$)	Cost (\$)	Remissions (\$)
31,755	66,195	0

Details on each fee set by act, regulation or fees notice

This section provides detailed information on each fee that the Office of the Secretary to the Governor General had the authority to charge in fiscal year 2018 to 2019 and that was set by any of the following:

- *Act*
- *Regulation*

The heraldic prerogative was transferred to Canada by Her Majesty The Queen in 1988.

Upon the adoption of the *Canadian Heraldic Authority Fee Order* in 1991, Parliament provided the authority to the Canadian Heraldic Authority under the Office of the Secretary to the Governor General, to collect processing fees from petitioners wishing to obtain a coat of arms. A grant of arms involves negotiations with the client, biographical research, the preparation and approval of designs, the preparation of warrants and Letters Patent, and the services of calligraphers and artists.

The established pricing policy states that the client pays calligraphers and artists directly through standing offer agreements negotiated by the Canadian Heraldic Authority.

Fee grouping

Application processing fees for the Granting of Coats of Arms by the Canadian Heraldic Authority

Fee

Processing fee

Fee-setting authority

- *Financial Administration Act, subsection 19(1);*
- *Canadian Heraldic Authority Fee Order, (SOR/91-168)*

Year fee-setting authority was introduced

1991

Last year fee-setting authority was amended

Not applicable

Fee Type

Service

Fee amount (\$)

435

Adjustment Type

Not applied

Adjustment Rate (% or formula)

Not applied

2020 to 2021 fee amount (\$)

435

Adjustment Date

None

Fee-adjustment authority

None

Service standard

The OSGG has not established a service standard for this fee, which is required pursuant to section 4 of the *Service Fees Act*.

Performance result

No performance result can be provided, as this fee does not have an established service standard.

Endnotes

- i. *Service Fees Act*, <https://laws-lois.justice.gc.ca/eng/acts/S-8.4/FullText.html>
- ii. *Canadian Heraldic Authority Fee*, <https://laws.justice.gc.ca/eng/regulations/SOR-91-168/FullText.html>
- iii. *Directive on Charging and Special Financial Authorities*
- iv. www.canada.ca