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3. Measures to ensure the respect of the law regarding Transparency & Ethics concerning lobbyists and their code of rights & obligations, adopted regarding this law.

a) After adoption of the present Contract Management Policy, the General Director informs the council about the existence of the law regarding Transparency & Ethics concerning lobbyists. After which, this information will always be available to the elected officials and employees of the Municipality of Cascapedia-St-Jules.

b) All bidders must join to their bid a written declaration attesting that he and any associate or employee, respected the law regarding Transparency & Ethics in matters of lobbyists.

4. Measures to prevent intimidation, influence or corruption.

a) Limit whenever possible site visits with a group by making plans & estimates as complete as possible.

b) All bidders must join to their bid a written declaration attesting that neither he nor any of his associates make any gestures of intimidation, influence on corruption.

5. Measures to prevent conflict of interests.

a) All persons participating in the elaboration, execution or follow up of a call for tenders or contract, including the secretary and members of the selection committee, (if applicable) must declare all potential conflict of interest.

b) All bidders must join to their bids a written declaration attesting that there is no link between themselves and a member of the council or a civil servant that may give rise to a conflict of interest.

6. Measures to prevent any other situation that may compromise the impartiality and objectivity of the call for tenders process and the administration of the contract that results.

a) For each call for tenders, a person responsible for administering contracts is appointed and responsible to furnish all information concerning the file. It is stated in all documents regarding call for tenders, that any bidder or potential bidder will direct any requests for information to this person.

b) It is forbidden for any member of the Council or any other Municipal employee to answer any requests for information regarding any call for tender, except for referring the person to the one responsible for the file.

7. Measures to control any decisions made concerning modifications to the contract.

a) Whenever possible, to authorize a modification to the contract, the person responsible for administering contracts must produce a report to justify any overages of the contract and present it to the council.

b) Hold regular construction meetings to ensure that the contract is followed.

8. Delegation of Competency concerning complaints received by the LAMP.

In accordance with Article 33 of the «Loi sur l'autorité des marchés publics» (RLRQ, c. A-33.2.1), the Council delegates these functions, responsibilities and duties to the General Director.

However, the General Director must make a report to the Council, as soon as possible, of all recommendations or requests received by the LAMP.

I, the undersigned, Susan Legouffe, certify that the present resolution was adopted at the regular meeting of the council of the Municipality of Cascapedia-St-Jules on the 2<sup>nd</sup> day of December 2019.

**CERTIFIED TRUE COPY this 3<sup>rd</sup> day of December, 2019**

**Susan Legouffe, Director General**