

**Ministry of Education**

**Ministère de l'Éducation**

Capital and Business Support  
Division

Division du soutien aux  
immobilisations et aux affaires

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**2020: B03**

**MEMORANDUM TO:** Directors of Education  
Senior Business Officials

**FROM:** Didem Proulx  
Assistant Deputy Minister  
Capital and Business Support Division

**DATE:** February 21, 2020

**SUBJECT:** **Data Contact Request for Supply Chain Centralization Data  
Collection**

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The Government of Ontario is implementing Smart Initiatives to transform how the public sector delivers services and achieves better outcomes for businesses and citizens. Smart Initiatives are a cornerstone of the Province's plan to build smarter government and achieve fiscal sustainability, while continuing to invest in the programs and services that Ontarians rely on every day.

One of the Smart Initiatives, Supply Chain Centralization (SCC), will make it easier and more efficient to deliver services and to do business with the province. I want to acknowledge the collaborative work that has already taken place in the sector to support this initiative and thank school boards for their continued engagement. To move forward with this work, the government is seeking input from the education sector to inform next steps.

Understanding spend and procurement data is a key enabler of the next phases of the initiative, including finding early wins through harmonization and collaboration opportunities; the adoption of category management or planning future public sector strategies.

As the SCC team have been engaging across the public sector, they have heard that it would be helpful to work with entities to gather data in the ways that make the most sense and are the least burdensome for you. To that end, the SCC team is requesting that you provide us with a data contact that they can work with. The data they require has been included as an attachment to this letter.

**Please provide the names of your data contact to [EDUProcurementReporting@ontario.ca](mailto:EDUProcurementReporting@ontario.ca) by March 6.**

The SCC team's commitment is to work with organizations to accept data in the way that is easiest for them:

- If organizations have a system in place that could provide an extract or file with the data required, the SCC team will collaborate with them on data fields and technical requirements.
- If organizations have prepared reports or files with the data required, the SCC team will accept those reports.
- If organizations have no system, current reporting or technology solution to collect/report on data, the SCC team will work with them to identify the best way to get the data with the least amount of burden to their organization.

Please don't hesitate to contact [Jackie.korecki@ontario.ca](mailto:Jackie.korecki@ontario.ca), the Change and Engagement lead for Supply Chain Centralization if you have any questions.

*Original signed by:*

Didem Proulx  
Assistant Deputy Minister  
Capital and Business Support Division

Attachments : SCC Data Requirements