

Ministry of Labour

Ministère du Travail

Office of the Assistant Deputy Minister  
of Corporate Services and Chief  
Administrative Officer

Bureau du sous-ministre adjoint des services  
ministériels et directeur général de  
l'administration



400 University Ave. 14<sup>th</sup> Floor  
Toronto ON M7A 1T7  
Tel.: 416 326-7586  
Fax: 416 314-5809

400, avenue University, 14<sup>e</sup> étage  
Toronto ON M7A 1T7  
Tél. : 416 326-7586  
Télec. : 416 314-5809

SEP 12 2019

RECEIVED  
Office of the Worker Adviser

SEP 16 2019

DIRECTOR'S OFFICE

Ms. Susan Adams, Director  
Office of the Worker Adviser  
Suite 1300, 123 Edward Street  
Toronto ON M5G 1E2

Dear Ms. Adams:

The purpose of this letter is to express the wish to continue the existing Memorandum of Understanding (MOU) between the Minister of Labour and the Director of the Office of the Worker Adviser (OWA). The Agencies & Appointments Directive (AAD) requires that MOUs be affirmed when there is a change of Minister or agency head.

The existing MOU, signed in 2011 and affirmed in 2018, formalizes the accountability relationship between the Minister and the OWA. It establishes a mutual commitment to a cooperative working relationship and information exchange, within a framework that recognizes the independence of the OWA.

If you are in agreement with continuing the existing MOU, please sign and date a copy of this letter and return it to the attention of Ms. Esther Laquer, Director of Corporate Services. Ms. Laquer may be reached at 647-274-1275, should you or your staff have any questions.

In the new year, the ministry will contact you to engage in a review of the MOU, as it is a best practice that ministries and agencies review the MOU at least every five years to ensure it is current and reflects the expectations of both the Minister and the head of the agency.

Sincerely,

A handwritten signature in blue ink that reads "Susan Flanagan".

Susan Flanagan  
Assistant Deputy Minister and CAO

c: Mr. David Corbett, Deputy Minister of Labour

A handwritten signature in blue ink that reads "Susan Adams".

Susan Adams, Director

A handwritten date in blue ink that reads "Sept. 18, 2019.".

Date

A handwritten signature in blue ink that reads "Hon. Monte McNaughton".

Hon. Monte McNaughton, Minister

NOV 14 2019

Date