

Don't Get S.T.U.M.P.E.D.!

Tips to avoid common misconceptions

S

Submit v. Save: In order to complete your registration you will need to submit it to the Lobbyists Registry. Registrations that have been **SAVED** but not **SUBMITTED** will be deleted by the system after **10 days**. If you do not receive an email confirming the activation of your registration, check to ensure your registration was submitted successfully.

T

Timelines (10/30/100): Consultant lobbyist have **10 days** to register an undertaking to lobby. All filers are required to report any changes within **30 days**. Organizations must register once the collective time spent on lobbying related activities amounts to **100 hours** in a previous 12-month period.

U

Undertaking: A verbal or written agreement between a consultant lobbyist and a client where the services the lobbyist will perform on behalf of a client may include lobbying. This includes setting up a meeting between any individual and a public office holder.

M

Minister's Staff: The 'Minister Staff' option should only be selected to report lobbying of political staff in the Minister's Office, such as the Chief of Staff or Executive Assistant.

P

Public Agency: The "Public Agency" option should be selected to report lobbying of public servants of a ministry or staff of any crown corporation or other entity meeting the definition of a provincial entity.

E

Education: On the ORL website under the Resources tabs, there are many documents that will provide you with useful information on registering, searching the public registry, and potential contraventions of the LRA.

D

Designated Filer: The designated filer is responsible for registering with the Lobbyists Registry; providing complete, unambiguous and accurate information; and responding to requests for information or corrections from the Registrar or her delegate in a timely manner.