

## Mandatory training

Reference: *Election Act* (CQLR, c. E-3.3), sections 45.1, 65, 127.3 and 408.1

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### PURPOSE

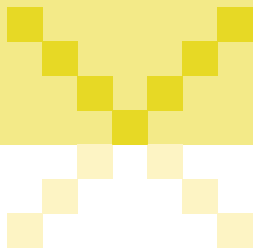
To specify the procedure for official agents and their deputies, by official representatives and their delegates, and by financial representatives concerning mandatory training on political financing and election expenses control.

### OBLIGATIONS AND TIME LIMITS

The following table shows the maximum time limits for undergoing the mandatory training on political financing rules given by the Chief Electoral Officer.

Fonction	Maximum time limit following the appointment
Official representative and agent	30 days
Official representative only	30 days
Delegate of official representative	30 days
Official agent only	10 days
Deputy of official agent	10 days
Official representative and agent of an authorized independent candidate	10 days
Financial representative of a political party leadership candidate	10 days

The official representatives and agents of authorized independent candidates, official agents of authorized political parties or party candidates as well as official agents of authorized independent Members of the National Assembly must undergo mandatory training for every general election. Such training is not mandatory in the context of a by-election, provided that the person in question completed the training at the time of the previous general election. Financial representatives of political party leadership candidates need to complete the training for each leadership campaign. Official representatives of a party or party authorities are required to take the training once only.



## DIRECTIVE D-27

These persons must undergo any complementary training provided by the Chief Electoral Officer aimed at updating their knowledge.

All training must be fully completed. Participants will undergo testing to validate what they have learned.

**Every person referred to in sections 45.1, 127.3 and 408.1 of the Election Act (official representatives and their delegates, official agents and their deputies, financial representatives) is responsible to take the training sessions within the time limits required under this provision.**

### PROCEDURE

The training sessions are available online. To access them, every person required to take this training must provide an email address at the time of their appointment. The email address is used to confirm the identity of the participants and enable them to receive all of the communications related to accessing, using and taking the training.

A mention in the Register of authorized political entities of Québec (RAPEQ) will indicate whether a person has indeed completed the mandatory training within the required time limit. This mention is publicly available on the Élections Québec website.