

NOMINATION AND APPOINTMENT PROCESS (ORDER OF CANADA)

2 WEEKS

- OPENING OF THE FILE (2 weeks).
- Nominations are made by members of the public.
- The Chancellery of Honours acknowledges receipt of the nomination and opens a file.
- The same candidate can be considered more than once. However, five years should have elapsed since the last nomination, to allow time for significant new accomplishments that would strengthen the candidature.

6 TO 10 MONTHS

- RESEARCH AND CONSULTATION (6 to 10 months).
- The Chancellery of Honours conducts thorough independent research on each nomination.
- Peers, colleagues and members of the Order of Canada are consulted.
- The research findings are presented to the Advisory Council of the Order of Canada.

1 DAY

- ADVISORY COUNCIL RECOMMENDATION (1 day).
- The Advisory Council of the Order of Canada considers every nomination. It meets at Rideau Hall semi-annually, in the spring and fall.
- Between 400 and 600 nominations are considered by the Advisory Council each year. About 150 appointments are recommended each year.

6 WEEKS

- APPOINTMENT (6 weeks).
- The Chair of the Advisory Council writes to the Governor General to advise him of the Council's recommendations.
- The Chancellery of Honours contacts each Recipient to seek their acceptance of the honour.
- The Governor General signs the Instrument of Appointment. Names are made public on January 1st and July 1st on the website and through a press release.

2 TO 12 MONTHS

- INVESTITURE (2 to 12 months).
- Recipients are invited to a ceremony where they are presented with the insignia of the Order of Canada by the Governor General.
- Investitures take place at Rideau Hall or la Citadelle, 3 or 4 times a year.
- When a Recipient is unable to travel, every effort is made to arrange a private ceremony.