

**Ministry of Labour, Training
and Skills Development**

Program Delivery Support Branch

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**Ministère du Travail, de la
Formation et du Développement
des compétences**

Direction du soutien à la prestation des
programmes

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Memorandum

To: Local Boards

From: David Cronin, Director
Program Delivery and Support Branch

Date: May 14, 2021

Subject: Local Boards' Performance Measurement Documents

The ministry has posted the Local Board Operating and Reporting Requirements, the Continuous Improvement and Performance Measurement System (CIPMS) Report, and the Partnership Progress Report on the Employment Ontario Partners' Gateway (EOPG).

These documents can be found on the [EOPG](#) in the section "Programs and Services", under "Labour Market and Postsecondary Education".

BACKGROUND:

Each year, the ministry contracts with Local Boards for local labour market planning purposes. This includes identifying, assessing, and prioritizing the skills and employment needs of employers, job seekers, apprentices, and learners.

As part of Local Board performance measurement, the ministry must monitor and evaluate Local Boards. The CIPMS Report and the Partnership Progress Report outlines the Local Board deliverables, requirements, and the timelines for administrative reports due to the ministry.

If you require further information, please contact your Ministry's Employment and Training Consultant. Thank you for your ongoing commitment in supporting local workforce planning in Ontario's communities.