

**INSTRUCTIONS**

- Refer to the Charter of Expectations for Appointees to Governing Boards on **Page 2** and use these parameters in evaluating performance.
- If you require more space, attach a separate sheet.

Freedom of Information and Protection of Privacy Act (FOIPPA)

The personal information on this form is collected for the purpose of administering a variety of statutes that authorize the appointment of individuals to public sector organizations under the authority of section 26(a) of the FOIPPA. Questions about the collection or use of this information can be directed to the Crown Agencies and Board Resourcing Office by email at **abc@gov.bc.ca** or by telephone at 604 660-0465.

PART A – GENERAL INFORMATION

NAME OF BOARD OR PUBLIC SECTOR ORGANIZATION

Multicultural Advisory Council of BC

APPRAISAL PERIOD

MMM / YYYY

MMM / YYYY

FROM: Nov/2019

TO: Nov/2021

NAME OF INDIVIDUAL BEING APPRAISED (*appraisee*)

Amir Bajehkian

NAME OF APPRAISER (*usually a board or committee chair*)

Tracy Wideman

PART B – PERFORMANCE APPRAISAL

1. Degree and value of participation:

s.13; s.22

2. Commitment to the Organization's mandate:

s.13; s.22

3. Attendance (*during appraisal period*):

	NUMBER OF MEETINGS	NUMBER OF UNEXCUSED ABSENCES
REGULAR BOARD MEETINGS		
COMMITTEE MEETINGS	s.22	s.22

Type of committee(s) the appraisee serves on [*check (✓) all that apply*]:

☐ Audit
 ☐ Finance
 ☒ Governance
 ☐ Human Resources
☐ Risk Management
 ☐ Other: _____

4. Additional comments:

s.13; s.22

5. Does the skill set brought forward by the appraisee fit with the future needs of the Board/Organization?

6. I recommend the above individual to be reappointed to the organization

PART C – CERTIFICATION

I confirm the information on this form is true and complete to the best of my knowledge.

SIGNATURE OF APPRAISER (*type your name to sign electronically*)

Tracy Wideman

DATE SIGNED
DD / MMM / YYYY

04 / Sep / 2019

CHARTER OF EXPECTATIONS FOR APPOINTEES TO GOVERNING BOARDS

Board Appointees owe the Organization they serve a commitment to making the best possible decisions. Appointees must carefully adhere to these principles and responsibilities. They must strive for high standards of accountability and fiduciary duty.

PRINCIPLES

Compliance

- You must ensure compliance with all accounting and audit principles;
- Take all necessary and reasonable measures to ensure compliance with laws, regulations and policies that apply to the Organization; and
- Know the Organization's mandate.

Accountability

- You must ensure the accuracy of financial information;
- Base your decisions upon facts and reliable information; and
- Properly inform yourself before taking action.

Integrity

- In making decisions, you must always act in the best interests of the Organization;
- Ensure integrity in all dealings with and on behalf of the Organization, including via social media platforms;
- Maintain the confidentiality of information received by you in your capacity as board member both during and after your appointment;
- Maintain the ongoing responsibility to disclose real or perceived conflicts of interest; and
- Avoid real or perceived conflicts between your own private interests and the best interests of the Organization.

RESPONSIBILITIES

Strategic Planning

- Provide input to management on emerging trends and issues; and
- Review and approve management's strategic plans, including significant capital allocations and expenditures.

Performance Monitoring and Reporting

- Monitor corporate performance against strategic and business plans; and
- Evaluate corporate performance reporting.

Organizational Leadership

- If legislation allows, appoint, monitor and evaluate the performance of the CEO/President;
- If legislation allows, replace CEO/President if necessary; and
- Ensure succession planning.

Risk Assessment

- Identify principal risks to the Organization's operations and ensure that appropriate systems are in place to manage and monitor these risks; and
- Review and approve material transactions not in the ordinary course of business.

Public Policy

- Understand the significance of the role of the Organization as an instrument of public policy; and
- Monitor performance of the Organization in relation to the strategic objectives of the shareholder.

Governance

- Ensure the Organization aligns with the **taxpayer accountability principles**;
- Establish appropriate governance structures to ensure efficient and prudent stewardship of the Organization;
- Assess the board's own effectiveness including monitoring the effectiveness of individual board members; and
- Participate as appropriate on board committees including: Audit, Finance, Risk Management, Governance and Human Resources.



Board Appointments

Directory of Agencies

Multicultural Advisory Council of BC

The ethnic, religious and cultural diversity of our province is one of British Columbia's greatest strengths, and enriches the lives of all British Columbians. The Government considers it an essential part of its mandate to promote cross-cultural understanding and respect and to foster attitudes and perceptions that lead to harmony among people of every race, cultural heritage, religion, ethnicity, ancestry and place of origin.

The Board...

...Composition

The British Columbia Multicultural Advisory Council is comprised of people from across British Columbia dedicated to promoting multiculturalism. Council members are appointed by the Lieutenant Governor in Council.

[Click here for biographies of all Members](#)

Current Members				
Name:	Location:	Position:	By order:	Expiry:
Bajehkian, Amir	VANCOUVER	Member	OIC 434/17, November 12, 2017	November 12, 2019
Barkaskas, Patricia Miranda	VANCOUVER	Member	OIC 032/18, February 5, 2018	November 12, 2019
Belcourt (Hollinger), Y. Angela	VANCOUVER	Member	OIC 252/18, May 22, 2018	November 12, 2019
Campo, Candace Theda	WEST VANCOUVER	Member	OIC 252/18, May 22, 2018	November 12, 2019
Girn, Naveender (Naveen) Singh	VANCOUVER	Chair	OIC 434/17, November 12, 2017	November 12, 2019
Lai, David Chuenyan	VICTORIA	Member	OIC 103/16, February 25, 2016	December 31, 2018
Matining, Melanie	VANCOUVER	Member	OIC 434/17, November 12, 2017	November 12, 2019
Rashid, Hira	PRINCE GEORGE	Member	OIC 434/17, November 12, 2017	November 12, 2019
Rivkin, Shelley Claire	VANCOUVER	Member	OIC 434/17, November 12, 2017	November 12, 2019
Wideman, Tracy Eileen	VANCOUVER	Member	OIC 434/17, November 12, 2017	November 12, 2019
Woldeyes, Hana Kidane	VANCOUVER	Member	OIC 434/17, November 12, 2017	November 12, 2019
Wong, David HoyTin	VANCOUVER	Member	OIC 434/17, November 12, 2017	November 12, 2019

12 current members.

...Mandate

The role of the Advisory Council is to advise the Minister of Tourism, Arts and Culture and the Parliamentary Secretary for Sport and Multiculturalism on issues respecting anti-racism and multiculturalism..

What's Involved



For More Information...

Multicultural Advisory Council of BC
Multiculturalism Division
Ministry of Tourism Arts and Culture
3rd floor, 865 Hornby Street
Vancouver V6Z 2G3

Tel: 778 558-9136
Fax: 604 775-0670

E-mail: Madhavee.Inamdar@gov.bc.ca

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REQUEST FOR APPOINTMENT (RFA) CHECKLIST

INSTRUCTIONS

- Complete the parts of this checklist that apply to your situation and send it to your ministry appointment co-ordinator and cc the Crown Agencies and Board Resourcing Office (CABRO).

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PART A – GENERAL INFORMATION

Name of Board or Public Sector Organization: Multicultural Advisory Council	Name and title of individual and title completing this form: Tracy Wideman	Date Completed: DD/MM/YYYY 04/09/2019
Ministry Responsible: Ministry of Tourism, Arts and Culture	Governing Legislation: Multiculturalism Act	Type of Appointment: (OIC/MO/ ML/SR, etc.) OIC

PART B – RECOMMENDED REAPPOINTMENTS (due to upcoming expiries)

Member Name (Include first, middle and last name)	Position (Eg. Chair, Vice-Chair, Member, Director, etc.)	Initial Appointment Date (DD/MM/YYYY)	Term Expiry Date (DD/MM/YYYY)	Is the Performance Appraisal (PA) form attached? (Y/N)	Suggested Term
1. Patricia Barkaskas	Member	02/11/2017	12/05/2018	Yes	2 yrs
2. Amir Bajehkian	Member	12/11/2017	12/11/2019	Yes	2 yrs
3. Angela Hollinger	Member	21/07/2011	12/11/2019	Yes	s.13
4. Melanie Matining	Co-Chair	12/11/2017	12/11/2019	Yes	2 yrs
5. Hira Rashid	Member	12/11/2017	12/11/2019	Yes	2 yrs

PART C – RECOMMENDED RECRUITMENT AND EVALUATION

Describe competencies sought for vacant position(s) and/or reappointments **including: gender, diversity and regional/geographic representation on the Board.**

Council members focus on the values of prosperity, diversity and inclusiveness. MAC members help promote economic opportunity, prosperity and inclusiveness in communities across the province, while simultaneously positioning the province for long term growth and creating jobs for British Columbians.

PART D – VACANCIES (Vacating member due to members not recommended for reappointment, served maximum term, resignations or legislation requirements)

Member Name (Include first, middle and last name of outgoing member)	Position (Eg. Chair, Vice-Chair, Member, Director, etc.)	Current/Upcoming date of vacancy (DD/MM/YYYY)	Is the Notice of Position (NOP) form attached? (Y/N)	Notes (eg. not seeking Reappointment (RE), not recommended for RE, Resignation or Retired)
1.				
2.				
3.				
4.				
5.				

PART E – NEW CANDIDATES FOR APPOINTMENT CONSIDERATION (OPTIONAL)

Candidate Name (Include first, middle and last name)*rank by priority	Position (Eg. Chair, Vice-Chair, Member, Director, etc.)	Is a resume attached? (Y/N)	Is a Candidate Profile and Declaration (CPD) form attached? (Y/N)	Suggested Term
1.				
2.				
3.				
4.				
5.				



NOV 28 2019

Ref: 38003

Amir Bajehkian
s.22

Dear Amir Bajehkian:

It is my pleasure to confirm that, effective November 12, 2019, you have been reappointed as a member of the Multicultural Advisory Council (Council), for a term ending November 12, 2021. I am pleased to enclose your Certificate of Appointment and a copy of the appointing Order in Council.

The Council is a legislated body created to provide advice to the Minister responsible for Multiculturalism on issues related to multiculturalism and anti-racism. The Council has an important role in advising government on these issues and supporting this important work.

Enclosed you will find an Indemnity Form. Please complete this form at your earliest convenience and return a scanned copy by email to: Jason.Gabitous@gov.bc.ca or by hard copy to:

Corporate Planning and Priorities Branch
Ministry of Tourism, Arts and Culture
PO Box 9806 Stn Prov Govt
Victoria, BC V8W 9W1
Telephone: 778 698-7040

I would like to take this opportunity to thank you for accepting this position to serve the Province of British Columbia, and I wish you all the best as you assume this important role. If you have any questions or concerns, please do not hesitate to contact my office. I look forward to working with you.

Sincerely,

Lisa Beare
Minister of Tourism, Arts and Culture

Enclosures

.../2

Amir Bajehkian
Page 2

pc: Shauna Brouwer
Deputy Minister
Ministry of Tourism, Arts and Culture

Asha Bhat
Assistant Deputy Minister
Creative, Multiculturalism and Sport Division
Ministry of Tourism, Arts and Culture

David Curtis
Assistant Deputy Minister
Management Services Division
Ministry of Tourism, Arts and Culture

Tracy Wideman
Chair
Multicultural Advisory Council

GOVERNMENT APPOINTEES TO AGENCIES, BOARDS AND COMMISSIONS INDEMNITY

Her Majesty the Queen in Right of the Province of British Columbia (the "Province") has agreed to grant this Indemnity on the terms and conditions hereinafter set forth to Amir Bajehkian (the "Appointee") who has been appointed to Multiculturalism Advisory Council (the "Entity").

(NAME OF ENTITY)

1. Notwithstanding the actual date of execution and delivery of this Indemnity, the term of this Indemnity will be conclusively deemed to commence on the day upon which the appointment first became effective and will end on the effective date of termination of the appointment, provided however, this Indemnity will remain in full force and effect in respect of all acts or omissions covered hereunder occurring during the term.
2. Subject to sections 3, 4, and 6 of this Indemnity, the Province will indemnify and save harmless the Appointee from and against any and all claims, liabilities, losses, damages, costs, charges and expenses which the Appointee may sustain, incur or be liable for in carrying out the duties as Appointee to the Entity.
3. The Province will not be obligated to indemnify or save harmless the Appointee from and against any claim, liability, loss, damage, cost, charge, or expense arising out of any act, error or omission of the Appointee that results from the Appointee failing to act honestly or in good faith or in the best interests of the Entity, or that arises out of any act, error or omission outside the course of the Appointee's duties, or for any fine or penalty imposed on the Appointee by law, or arising out of a dishonest, fraudulent, criminal or malicious act.
4. The Province will not be obligated to indemnify or save harmless the Appointee in respect of any liability against which the Appointee is entitled to be indemnified pursuant to any valid and collectible policy of insurance. Where a partial indemnity is provided by such insurance, the obligation of the Province will be limited to that portion of the liability for which an indemnity is not provided by such policy, subject to the conditions of this Indemnity.
5. In the event the Province indemnifies the Appointee in accordance with this Indemnity, the Province will be subrogated to all rights of the Appointee.
6. Upon the Appointee becoming aware of any pending or threatened claim, action, suit or proceeding by which the Province could become liable under this Indemnity, written notice will be given by or on behalf of the Appointee to the Province as soon as is practicable.
7. Subject to section 6 of this Indemnity, the Province will defend, at its expense, any suit, action or proceeding, against the Appointee that, if successful, would result in a liability contemplated by section 2 (except in respect of criminal proceedings or any liability for which the Appointee is entitled to be indemnified pursuant to any valid and collectible policy of insurance).
8. Any notice, statement, other document or payment that either party may be required or may desire to give or deliver to the other will be conclusively deemed validly given or delivered to and received by the addressee, if delivered personally, on the date of such personal delivery or, if mailed, on the fifth business day after the mailing of the same in British Columbia by prepaid post addressed, or if sent by fax, on the day of transmission, if to the Province at:

PO Box 9405 Stn Prov Govt
Victoria BC V8W 9V1

Fax Number: 250 356-6222
Attention: Executive Director
Risk Management Branch
Ministry of Finance

and, if to the Appointee, at the address or fax number as shown on this Indemnity, or at such changed address/fax number as the parties will have duly notified one another.

9. This Indemnity will be construed in accordance with and be governed by the laws of the Province of British Columbia.

This indemnity is given on behalf of the Province by a duly authorized representative of Minister of Tourism, Arts & Culture,
(LIEUTENANT GOVERNOR IN COUNCIL OR MINISTER),
the form of which has been approved by the Executive Director, Risk Management Branch, Ministry of Finance.

X _____ X _____
(WITNESS SIGNATURE) (AUTHORIZED REPRESENTATIVE OF THE PROVINCE SIGNATURE)

The Appointee, YOUR NAME Amir of YOUR ADDRESS
(PRINT NAME OF APPOINTEE) (ADDRESS OF APPOINTEE AND FAX NUMBER, IF ANY)

hereby agrees to the terms of this Indemnity.

The Appointee represents and warrants to the Province that, to the best of the Appointee's knowledge, there are no actions, suits or proceedings pending or threatened that could lead to a claim, liability, loss, damage, cost, charge or expense described in section 2 of this Indemnity except:
(INSERT "NONE" OR DESCRIPTION)

Dated this 9 day of December, 20 19.

X Alison Sudley X A. Bajehkian
(WITNESS SIGNATURE) (PRINT NAME AND ADDRESS) (APPOINTEE SIGNATURE)

THIS INDEMNITY CONTAINS CLAUSES THAT LIMIT COVERAGE AND REQUIRE CERTAIN PERFORMANCE BY THE APPOINTEE