

## PUBLICATION OF LAWS IN THE GAZETTE

First Nation Laws, by-laws and other enactments are published in Part II of the First Nations Gazette. The legislation contained in Part II includes Laws required by federal statute to be published in the *Gazette*, as well as other Laws, by-laws and enactments made by First Nations and submitted to the *Gazette* for publication. The legislation published in Part II can be accessed and downloaded individually through a searchable database, or can be viewed as a consolidated digital volume that is updated monthly. All legislation is published in the exact form in which it was submitted to the *Gazette*, in order to preserve its integrity.

### ABOUT THIS GUIDE

The purpose of this guide is to provide instructions for submitting First Nation Laws, by-laws and other First Nation enactments (collectively, “Laws”) for publication in the *Gazette*. This guide does not apply to First Nation Laws made under the *First Nations Fiscal Management Act*, or to First Nation by-laws made under section 83 of the *Indian Act*,

as those Laws and by-laws are submitted for publication directly by the First Nations Tax Commission and the First Nations Financial Management Board after each law or by-law is approved.

In addition to this guide, you are also advised to consult the First Nations Tax Commission *Policy respecting Publication in the First Nations Gazette, 2019*.

## PUBLISHING FIRST NATION LAWS

### WHO CAN SUBMIT A LAW

Laws may only be submitted for publication by an authorized representative of the First Nation, by the government of Canada, or by an agency or organization authorized to publish or submit the Law for publication.

### VIEWING PUBLISHED LAWS

All Laws published in the First Nations Gazette are available online for viewing, and are consolidated in annual volumes of the Digital Gazette. The Digital Gazette is available online.

## LAW SUBMISSION

### PREPARING A LAW FOR SUBMISSION

The final or enacted version of the Law is submitted to the First Nations Gazette. The date and location of enactment, quorum number and signature blocks (names and titles of councillors) should be verified prior to submission.

Laws must be submitted with the signatures of a quorum of Chief and Council or as certified true copies.

Laws must be submitted as a single PDF document. Certificates, letters of approval, maps and graphics must be included in the PDF.

### SUBMISSION PROCESS

To submit a law for publication in the First Nations Gazette, fill out the [Law, By-law, Code or other Enactment submission form](#) and send it with a PDF of the Law to [editor@fng.ca](mailto:editor@fng.ca).

If the law is a land code amendment or other law submitted without the signatures of a quorum of chief and council, the submission must include the [additional land code amendment form](#) or [law, by-law, code or other enactment form](#) in addition to submission form and PDF.

## REVIEW OF SUBMITTED LAWS

Subject to operational demands, submitted Laws will be reviewed within five (5) business days. On receiving a Law for publication, the First Nations Gazette may

1. Request additional information or documentation to support the request; and
2. Require the First Nation to provide the Law in a specified format.

After receipt and review of any additional information or documents requested, and provided the First Nations Gazette has not identified any issue respecting publication, a digitized copy of the Law will be published on the First Nations Gazette website.

The First Nations Gazette reserves the right to refuse publication of any Law, including where it cannot verify the authenticity of the Law or the authority for the Law, or where the Law is not provided in a format that can be digitized for publication.

If a law is refused publication in the First Nations Gazette, the submitter will be notified by email.

## ENQUIRIES

### GENERAL ENQUIRIES

For general enquiries and technical support, please email [editor@fng.ca](mailto:editor@fng.ca)

## PUBLICATION SCHEDULE

Laws are published on an on-going basis, as and when a Law is reviewed and accepted for publication.

An email notification will be sent to the submitter when the Law is published.

## PUBLICATION FORMAT

Laws published in the First Nations Gazette are digitally imaged and reproduced in the exact form in which they are submitted for publication, subject only to minor formatting alterations for publication purposes in the Digital Gazette. For guidelines on formatting legislation, see the First Nations Gazette Style Guide.

Laws are accepted in either of the official languages of Canada (i.e. English and French), and are published only in the language in which the Law is submitted to the First Nations Gazette.

