



Project Leaders

February 2025

To: All Vendors on the Colliers Project Leaders VOR

Effective Immediately, Colliers Project Leaders will be processing all Ontario Provincial Police (OPP) and Ontario Public Service (OPS) clearances for vendors working on our projects. Based on this change, the following is the process for new submissions:

1. Submit your completed CSO Security Screening Form with the names of all project workers and their current application status to CSOforms@colliersprojectleaders.com.
2. Colliers Project Area Manager (PAM) will send out application links to workers directly when a new OPS clearance is needed.
3. Any correspondence related to OPS clearances (e.g., requests to resend links, provide status updates, or make corrections) should be sent to CSOforms@colliersprojectleaders.com.
4. The PAM will forward an application form for any required OPP clearance, along with instructions on how to complete the form correctly.
5. Please send a scan of completed OPP applications and IDs to CSOforms@colliersprojectleaders.com. We will review the forms for completeness and respond by email to advise on needed revisions or acceptance.
6. Once the scanned OPP application is accepted, Colliers Project Leaders will email the application to the OPP for approval.
7. Hard copy submissions will be accepted up to April 25, 2025. After this date, only digital applications will be accepted. Original hardcopy applications must be couriered to:

Colliers Project Leaders

Attn: Karm Gill

101-5255 Orbitor Drive

Mississauga, ON L4W 5M6

8. Colliers PAM will send clearance approvals to the CSO once received from the OPP or OPS.

IMPORTANT: Effective immediately, correspondence will not be accepted through OPPforms@infrastructureontario.ca or AskCSS@infrastructureontario.ca.