

TITLE: Supply Chain Code of Ethics

EFFECTIVE DATE: April 15, 2025

1. SCOPE

1.1 Authority

This policy is issued under the authority of the Board of Governors.

1.2 Application

This policy applies to all employees, members of the Board of Governors, volunteers of and all consultants and contractors engaged on behalf of, The Canadore College of Applied Arts and Technology (hereafter referred to as “Canadore” or “the College”).

2. PURPOSE AND PRINCIPLES

2.1 The purpose of this policy is to ensure an ethical, professional and accountable supply chain.

2.2 This policy is reflective of the [Broader Public Sector \(“BPS”\) Accountability Act, 2010](#) and BPS Procurement Directives issued by Management Board of Cabinet, effective April 1, 2024.

3. POLICY

3.1 Personal Integrity and Professionalism

Individuals involved with Supply Chain Activities must act, and be seen to act, with integrity and professionalism. Honesty, care, and due diligence must be integral to all Supply Chain Activities within and between Broader Public Sector organizations, suppliers and vendors. Respect must be demonstrated for each other and for the environment. Confidential information must be safeguarded. Participants must not engage in any activity that may create, or appear to create, a conflict of interest, such as accepting gifts or favours, providing preferential treatment, or publicly endorsing suppliers or products.

3.2 Accountability and Transparency

Supply Chain Activities must be open and accountable. In particular, purchasing and contracting activities must be fair, transparent and conducted with a view to

obtaining the best value for public money. All participants must ensure that public sector resources are used in a responsible, efficient and effective manner.

3.3 Compliance and Continuous Improvement

Individuals involved with purchasing or other Supply Chain Activities must comply with this Code of Ethics and the laws of Canada and Ontario. Individuals should continuously work to improve supply chain policies and procedures, to improve their supply chain knowledge and skill levels, and to share leading practices.

4. ROLES AND RESPONSIBILITIES

4.1 Board of Governors

The Board of Governors is responsible for the initial approval of this policy and all subsequent amendments.

4.2 President

The President is responsible for the overall management and operation of the College. The President will ensure that the policy is implemented, and that compliance is monitored.

5. EVALUATION

This policy will be reviewed by the Board of Governors every 3 years.