



NEW LEAF

LIVING AND LEARNING TOGETHER INC.

Policy: Supply Chain Code of Ethics	
Policy # FA TBD *New*	Version #:1
Effective Date: January 17, 2022	Review Date:

Policy Statement:

In accordance with the Ontario Broader Public Sector (BPS) Procurement Directive, the Agency has formally adopted the Ontario Broader Public Sector Supply Chain Code of Ethics.

This Code does not supersede, but rather serves to supplement the Agency’s Code of Ethics, in activities related to procurement, purchasing and supply chain activities.

Scope:

All Board of Directors, employees, volunteers, students, contractors and sub-contractors

Definitions:

“Supply Chain Activities” means all activities directly or indirectly related to the Organization’s plan, source, procure, move and pay processes.

Goal:

To ensure an ethical, professional and accountable BPS supply chain.

Objectives:

I. *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 BPS organizations, suppliers and other stakeholders. 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.

II. *Accountability and Transparency*

Supply Chain Activities must be open and accountable. In particular, contracting and purchasing 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.

III. *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.

Non-Compliance Of The Policy:

Any breach of this policy or the components contained herein will be treated as misconduct. Misconduct will be reviewed and may result in disciplinary action including dismissal from employment.

Related Policies:

F&A - Procurement Policy
F&A – Expense Rules Directives
F&A – Staff Perquisites Policy
F& A- Purchasing Policy
F&A – Conflict of Interest Policy
HR – Code of Conduct