

# Supply Chain Code of Ethics

<b>Section:</b>	Finance	<b>Policy No.:</b>	Fin 4.0
<b>Applicability:</b>	Employees	<b>Effective Date:</b>	November 17, 2016
<b>Approval Authority:</b>	Board of Directors		
<b>Date of Last Review:</b>	February 11, 2025	<b>Last Revision Date:</b>	January 30, 2024

## POLICY

Community Living Owen Sound and District (CLOS&D) adheres to the Ontario Broader Public Sector Supply Chain Code of Ethics.

## SCOPE

This policy applies to all CLOS&D Employees and Board Members who, by related policy, have authority for decision-making and procurement of goods and services.

## PROCEDURE

All CLOS&D policies that guide purchasing services, products, and related consultants will incorporate, where applicable, the Ontario Broader Public Sector Supply Chain Code of Ethics.

In order to assist in fulfilling CLOS&D responsibilities within the Broader Public Sector Accountability Act 2010, the following Code of Ethics will be adhered to and will guide procurement practices.

### Ontario Broader Public Sector (BPS) Supply Chain Code of Ethics

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

#### 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 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.

## II. Accountability and Transparency

Supply chain activities must be open and accountable. In particular, purchasing and contracting activities must be fair and 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.

CLOS&D will make this policy available and visible to all employees, suppliers, and other stakeholders involved in supply chain (procurement) activities. This policy will be made available on the CLOS&D website.

### **Responsibilities:**

It is the responsibility of the Board of Directors, Chief Executive Officer, Managers, Supervisors or designates and all persons authorized to make purchases on behalf of CLOS&D to understand and comply with both this Policy and all related policies.

### **Policy Evaluation:**

The Code of Ethics will be reviewed with all related policies every 3 three years or when there are changes to legislation.

### **Related Documents**

Broader Public Sector Procurement Directive- effective January 1, 2024  
Fin. 4.0 Supply Chain Code of Ethics

### **Forms**

N/A