

**Fighting Against Forced Labour and Child Labour in Supply Chains Act  
Annual Report**

(adopted from Public Safety Canada's Reporting Questionnaire)

<b>Reporting Entity Legal Name</b>			
<b>Reporting Year</b>	<b>From</b>	<b>To</b>	<b>Date submitted</b>
<b>Is this a revised report?</b>	<input type="checkbox"/> Yes		<input type="checkbox"/> No
<b>Business Number(s):</b> (if applicable)			
<b>Other Entities Included</b> (optional field)			
<b>Attestation by Reporting Entity</b>			
<p>In accordance with the requirements of the Act, and in particular section 11 thereof, I attest that I have reviewed the information contained in the report for the entity or entities listed above. Based on my knowledge, and having exercised reasonable diligence, I attest that the information in the report is true, accurate and complete in all material respects for the purposes of the Act, for the reporting year listed above</p>			
<b>Full Name of Director or Officer of Reporting Entity</b>			
<b>Position Title</b>			
<b>Signature</b>			<b>Date</b>
<input type="checkbox"/> I have the authority to bind:			

**Steps taken to prevent and reduce risks of forced labour and child labour,  
as per subsection 11(1)**

1. What steps has the entity taken in the previous financial year to prevent and reduce the risk that forced labour or child labour is used at any step of the production of goods in Canada or elsewhere by the entity or of goods imported into Canada by the entity? Select all that apply.
  - Mapping activities
  - Mapping supply chains
  - Conducting an internal assessment of risks of forced labour and/or child labour in the organization's activities and supply chains
  - Contracting an external assessment of risks of forced labour and/or child labour in the organization's activities and supply chains
  - Developing and implementing an action plan for addressing forced labour and/or child labour
  - Gathering information on worker recruitment and maintaining internal controls to ensure that all workers are recruited voluntarily
  - Addressing practices in the organization's activities and supply chains that increase the risk of forced labour and/or child labour
  - Developing and implementing due diligence policies and processes for identifying, addressing and prohibiting the use of forced labour and/or child labour in the organization's activities and supply chains
  - Carrying out a prioritization exercise to focus due diligence efforts on the most severe risks of forced and child labour
  - Requiring suppliers to have in place policies and procedures for identifying and prohibiting the use of forced labour and/or child labour in their activities and supply chains
  - Developing and implementing child protection policies and processes
  - Developing and implementing anti-forced labour and/or -child labour contractual clauses
  - Developing and implementing anti-forced labour and/or -child labour standards, codes of conduct and/or compliance checklists
  - Auditing suppliers
  - Monitoring suppliers
  - Enacting measures to provide for, or cooperate in, remediation of forced labour and/or child labour
  - Developing and implementing grievance mechanisms
  - Developing and implementing training and awareness materials on forced labour and/or child labour
  - Developing and implementing procedures to track performance in addressing forced labour and/or child labour
  - Engaging with supply chain partners on the issue of addressing forced labour and/or child labour
  - Engaging with civil society groups, experts and other stakeholders on the issue of addressing forced labour and/or child labour
  - Engaging directly with workers and families potentially affected by forced labour and/or child labour to assess and address risks
  - Information not available for this reporting period
  - Other, please specify: \_\_\_\_\_

**Steps taken to prevent and reduce risks of forced labour and child labour,  
as per subsection 11(1)**

- 2. More information and/or supplementary content (e.g. charts, graphs, links etc) describing the steps taken (if applicable)

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## Structure, activities and supply chains per subsection 11(3) A

3. Which of the following accurately describes the entity's structure?

- Corporation
- Trust
- Partnership
- Other unincorporated organization

4. Which of the following accurately describes the entity's activities? Select all that apply.

Producing goods (including manufacturing, extracting, growing and processing)

- in Canada
- outside Canada

Selling goods

- in Canada
- outside Canada

Distributing goods

- in Canada
- outside Canada

Importing into Canada goods produced outside Canada

Controlling an entity engaged in producing goods in Canada or outside Canada, or importing into Canada goods produced outside Canada

5. More information and/or supplementary content (e.g. charts, graphs, links etc) on the entity's structure, activities and supply chains (if applicable)

**Policies and due diligence processes in relation to forced labour and child labour per subsection 11(3) B**

6. Does the entity currently have policies and due diligence processes in place related to forced labour and/or child labour?

Yes

No

6.1 If yes, which of the following elements of the due diligence process has the entity implemented in relation to forced labour and/or child labour? Select all that apply.

Embedding responsible business conduct into policies and management systems

Identifying and assessing adverse impacts in operations, supply chains and business relationships

Ceasing, preventing or mitigating adverse impacts

Tracking implementation and results

Communicating how impacts are addressed

Providing for or cooperating in remediation when appropriate

7. More information and/or supplementary content (e.g. charts, graphs, links etc) on the entity's policies and due diligence processes in relation to forced labour and child labour (if applicable)

**Parts of business and supply chains that carry a risk of forced labour or child labour being used and the steps taken to assess and manage that risk per subsection 11(3) C**

8. Has the entity identified parts of its activities and supply chains that carry a risk of forced labour or child labour being used?

- Yes, we have identified risks to the best of our knowledge and will continue to strive to identify emerging risks.
- Yes, we have started the process of identifying risks, but there are still gaps in our assessments.
- No, we have not started the process of identifying risks.

8.1 If yes, has the entity identified forced labour or child labour risks related to any of the following aspects of its activities and supply chains? Select all that apply.

- The sector or industry it operates in
- The types of products it produces, purchases or distributes
- The locations of its activities, operations or factories
- The types of products it sources
- The raw materials or commodities used in its supply chains
- Tier one (direct) suppliers
- Tier two suppliers
- Tier three suppliers
- Suppliers further down the supply chain than tier three
- The use of outsourced, contracted or subcontracted labour
- The use of migrant labour
- The use of forced labour
- The use of child labour
- None of the above
- Other, please specify: \_\_\_\_\_

**Parts of business and supply chains that carry a risk of forced labour or child labour being used and the steps taken to assess and manage that risk per subsection 11(3) C**

9. Has the entity identified forced labour or child labour risks in its activities and supply chains related to any of the following sectors and industries? Select all that apply.

- Agriculture, forestry, fishing and hunting
- Mining, quarrying, and oil and gas extraction
- Utilities
- Construction
- Manufacturing
- Wholesale trade
- Retail trade
- Transportation and warehousing
- Information and cultural industries
- Finance and insurance
- Real estate and rental and leasing
- Professional, scientific and technical services
- Management of companies and enterprises
- Administrative and support, waste management and remediation services
- Educational services
- Health care and social assistance
- Arts, entertainment and recreation
- Accommodation and food services
- Other services (except public administration)
- Public administration
- None of the above
- Other, please specify: \_\_\_\_\_

10. More information and/or supplementary content (e.g. charts, graphs, links etc) on the parts of the entity's activities and supply chains that carry a risk of forced labour or child labour being used, as well as the steps that the entity has taken to assess and manage that risk (if applicable)

**Measures taken to remediate any forced labour or child labour per subsection 11(3) D**

11. Has the entity taken any measures to remediate any forced labour or child labour in its activities and supply chains?

- Yes, we have taken remediation measures and will continue to identify and address any gaps in our response.
- Yes, we have taken some remediation measures, but there are gaps in our response that still need to be addressed.
- No, we have not taken any remediation measures.
- Not applicable, we have not identified any forced labour or child labour in our activities and supply chains.

11.1 If yes, which remediation measures has the entity taken? Select all that apply.

- Actions to support victims of forced labour or child labour and/or their families, such as workforce reintegration and psychosocial support
- Compensation for victims of forced labour or child labour and/or their families
- Actions to prevent forced labour or child labour and associated harms from reoccurring
- Grievance mechanisms
- Formal apologies
- Other, please specify: \_\_\_\_\_

12. More information and/or supplementary content (e.g. charts, graphs, links etc) on any measures the entity has taken to remediate any forced labour or child labour (if applicable)

**Measures taken to remediate the loss of income to the most vulnerable families that results from any measure taken to eliminate the use of forced labour or child labour in activities and supply chains per subsection 11(3) E**

13. Has the entity taken any measures to remediate the loss of income to the most vulnerable families that results from any measure taken to eliminate the use of forced labour or child labour in its activities and supply chains?

- Yes, we have taken substantial remediation measures and will continue to identify and address any gaps in our response.
- Yes, we have taken some remediation measures, but there are gaps in our response that still need to be addressed.
- No, we have not taken any remediation measures.
- Not applicable, we have not identified any loss of income to vulnerable families resulting from measures taken to eliminate the use of forced labour or child labour in our activities and supply chains.

14. More information and/or supplementary content (e.g. charts, graphs, links etc) on any measures the entity has taken to remediate the loss of income to the most vulnerable families that results from any measure taken to eliminate the use of forced labour or child labour in its activities and supply chains (if applicable)

**Training provided to employees on forced labour and child labour per subsection 11(3) F**

15. Does the entity currently provide training to employees on forced labour and/or child labour?

- Yes
- No

15.1 If yes, is the training mandatory?

- Yes, the training is mandatory for all employees.
- Yes, the training is mandatory for employees making contracting or purchasing decisions.
- Yes, the training is mandatory for some employees.
- No, the training is voluntary.

16. More information and/or supplementary content (e.g. charts, graphs, links etc) on the training the entity provides to employees on forced labour and child labour (if applicable).

**Assessing the effectiveness in ensuring that forced labour and child labour are not being used in business and supply chains per subsection 11(3) G**

17. Does the entity currently have policies and procedures in place to assess its effectiveness in ensuring that forced labour and child labour are not being used in its activities and supply chains?

- Yes
- No

17.1 If yes, what method does the entity use to assess its effectiveness? Select all that apply.

- Setting up a regular review or audit of the organization's policies and procedures related to forced labour and child labour
- Tracking relevant performance indicators, such as levels of employee awareness, numbers of cases reported and solved through grievance mechanisms and numbers of contracts with anti-forced labour and -child labour clauses
- Partnering with an external organization to conduct an independent review or audit of the organization's actions
- Working with suppliers to measure the effectiveness of their actions to address forced labour and child labour, including by tracking relevant performance indicators
- Other, please specify: \_\_\_\_\_

18. More information and/or supplementary content (e.g. charts, graphs, links etc) on how the entity assesses its effectiveness in ensuring that forced labour and child labour are not being used in its activities and supply chains (if applicable).