

Policy Title: Procurement Supply Chain Code of Ethics (Policy)	
Original Date: February 2, 2012	Date Approved: December 11, 2018 December 11, 2018
Last Revision Date: N/A	Date Reviewed: October 19, 2021 October 19, 2021
Approver: John Policicchio Lila Cyr	

To ensure an ethical, professional, and accountable supply chain. “Supply chain activities” means all activities directly or indirectly related to the planning, sourcing, procurement, and payment processes for goods and services. Community Living Algoma adopts the following Code from the Broader Public Sector Procurement Directive and will make this available and visible to all stakeholders.

1. Personal Integrity and Professionalism

Staff 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 Community Living Algoma, 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 publically endorsing suppliers or products.

2. 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.

3. Compliance and Continuous Improvement

Individuals involved with purchasing or other supply chain activities must comply with this Code of Ethics and 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.