



Supplier Code of Conduct

The provisions of this Supplier Code of Conduct set forth The City of Fredericton's expectations for all suppliers and their subcontractors.

In all business activities and decisions, suppliers must commit to respecting the laws in effect and any other applicable provisions in any jurisdiction where it is active. This includes but is not limited to applicable federal and provincial laws relating to working conditions, human rights, health and safety, and the environment. It also includes respect for Canada's obligations as a party to seven United Nations Human Rights Treaties and eight International Labour Organization Fundamental Conventions.

In the event of a conflict between this Supplier Code of Conduct and an applicable agreement, the agreement will prevail.

Forced Labour

Suppliers and subcontractors shall not use forced labour, whether in the form of prison labour, indentured labour, bonded labour or otherwise in the production of goods or delivery of services.

Child Labour

Suppliers and subcontractors shall not employ any person who does not meet the minimum age requirements allowed by law in the jurisdiction(s) of production or service delivery.

Health and Safety

Suppliers and subcontractors shall provide a safe and healthy working environment to prevent accidents and injury arising out of, linked with, or occurring in, the course of work or as a result of the operation of and working in employer facilities. Suppliers and subcontractors shall also meet or exceed the requirements of all occupational health and safety codes and related law and regulations in the jurisdiction(s) of production or where the services are performed.

Non-Discrimination

Suppliers and subcontractors shall not allow their employees to be subject to any discrimination in employment, including hiring, salary, benefits, advancement, discipline, termination, or retirement, on the basis of sex, gender identity, gender expression, marital status, family status, ancestry, race, religious beliefs, beliefs, age, mental or physical disability, sexual orientation, nationality, political opinion, social or ethnic origin, social condition or any other grounds of discrimination as prohibited by law.

Harassment or Abuse

Suppliers and subcontractors shall treat employees, volunteers, members of the public and other suppliers and subcontractors with respect and dignity. No employee shall be subject to any physical, sexual, psychological, or verbal harassment or abuse. Suppliers shall ensure that disciplinary policies and procedures are clearly defined and communicated to their employees. Behavior that is known or ought

to be known to be unwelcome, coercive, humiliating, threatening, or exploitative including gestures, language, physical contact or environmental imagery will not be tolerated.

Employment Issues

Suppliers and subcontractors shall work directly with their employees and/or their bargaining agents as appropriate to find solutions to any outstanding legal and employment issues. Disciplinary policies and procedures must be clearly defined and communicated to employees. Retaliation for reporting inappropriate treatment in the workplace shall not be tolerated. Suppliers and subcontractors should provide an environment that respects employee privacy in the workplace.

Wages

Suppliers and their subcontractors will at a minimum meet legislated minimum wage rates and comply with all employment standards and related law, legislation, and applicable collective agreements in the jurisdiction(s) of production or service delivery with respect to compensation, including wages and benefits.

Hours of Work

Suppliers and their subcontractors shall comply with all applicable employment standards and related law and legislation in the jurisdiction(s) of production or service delivery with respect to hours of work, vacation pay, overtime hours and overtime pay.

Environmental Responsibility

Suppliers and their subcontractors shall strive to conduct their businesses in an environmentally responsible way by offering or using environmentally responsible products and services to the extent available, all with the goal of assisting in the reduction of any negative impact on the environment. Suppliers must not be in violation of any environmental laws in the country where the supplier operates.

Suppliers and their subcontractors are encouraged to take measures to improve energy efficiency, minimize energy use, and reduce greenhouse gas (GHG) emissions generated by their operations, products, and services.

Suppliers and their subcontractors are encouraged to minimize the use of natural resources, including water, fossil fuels, minerals and virgin forest products through practices such as modifying production, maintenance and facility processes, materials substitution, re-use, conservation, recycling or other means. Suppliers and their subcontractors should exercise reasonable care to safeguard the environment through stewardship of land, air, and water.