



Library and Archives
Canada

Bibliothèque et Archives
Canada

**Library and Archives Canada's Annual Report:
*Fighting Against Forced Labour and Child Labour in
Supply Chains Act***

May 2024

© His Majesty the King in Right of Canada, as represented by the Minister of Canadian Heritage, 2024

Catalogue No.: SB1-21E-PDF

ISSN: 2818-341X

Library and Archives Canada's Annual Report: *Fighting Against Forced Labour and Child Labour in Supply Chains Act* – May 2024 (Library and Archives Canada)

Également disponible en français sous le titre : Rapport annuel de Bibliothèque et Archives Canada : *Loi sur la lutte contre le travail forcé et le travail des enfants dans les chaînes d'approvisionnement* – Mai 2024 (Bibliothèque et Archives Canada)

To comply with the [Fighting Against Forced Labour and Child Labour in Supply Chains Act](#) (the Act), Library and Archives Canada (LAC) must, on or before May 31 of each year, report to the Minister of Public Safety and Emergency Preparedness on the measures taken during its previous fiscal year to prevent and reduce the risk that forced labour or child labour is used at any step of the production of goods produced, purchased, or distributed.

The table below outlines the measures taken by LAC and supplementary information, as mandated by the Act, for the fiscal year ending March 31, 2024:

General information

Name of the organization	Library and Archives Canada (LAC)
Financial reporting year	April 1, 2023 to March 31, 2024
Revision	N/A

Information required by the Act

Structure, activities and supply chains	<p>LAC’s mandate is to preserve the documentary heritage of Canada for the benefit of present and future generations; to serve as a source of enduring knowledge accessible to all, contributing to the cultural, social and economic advancement of Canada as a free and democratic society; to facilitate in Canada co-operation among the communities involved in the acquisition, preservation and diffusion of knowledge; and to serve as the continuing memory of the Government of Canada and its institutions.</p> <p>To fulfill its mandate, LAC purchases goods such as software, computer equipment, office furniture, vehicles, specialized equipment, office supplies, preservation supplies and historical documents. These goods are purchased within and outside of Canada.</p> <p>During the 2023–2024 fiscal year, the total value of contracts issued for the purchase of goods amounts to approximately \$7.2 million. Some of those purchases were made using Public Service and Procurement Canada (PSPC) tools such as Standing Offers and Supply Arrangements. While PSPC supports the government institutions in their daily operations by acting as the central purchasing agent for the Government of Canada, LAC undertakes activities under its own procurement authority, independently of the aforementioned tools.</p>
---	--

<p>Steps taken to prevent and reduce the risk that forced labour or child labour is used at any step of the production of goods produced, purchased or distributed</p>	<p>Since November 2021, PSPC implemented anti-forced labour clauses in all goods contracts to ensure that it can terminate contracts where there is credible information that the goods have been produced in whole or in part by forced labour or human trafficking. Additionally, since November 20, 2023, all PSPC Standing Offers and Supply Arrangements for goods that have been issued, amended, or refreshed include anti-forced labour clauses.</p> <p>As such, all of our contracts for goods resulting from the use of these tools include clauses relating to forced labour which set out, among other things, human rights and labour rights requirements. These clauses can be found in the Policy Notification-150 - Anti-forced labour requirements.</p> <p>Contracts that are awarded by LAC, independently of the aforementioned PSPC tools, also include anti-forced labour clauses.</p>
<p>Policies and due diligence processes in relation to forced labour and child labour</p>	<p>Effective April 1, 2023, amendments to the Treasury Board Directive on the Management of Procurement require contracting authorities from all departments listed in Schedules I, I.1 and II of the Financial Administration Act (with the exception of the Canada Revenue Agency) and commissions established in accordance with the Inquiries Act and designated as a department for the purposes of the Financial Administration Act to incorporate the Code of Conduct for Procurement ("the Code") into their procurements.</p> <p>Pursuant to the aforementioned amendments, LAC had integrated the Code into our procurements, with a view to safeguarding federal procurement supply chains from forced labour and child labour. Contracts that LAC has awarded included the Code through the General Conditions for goods.</p> <p>The Code required that vendors, providing goods and services to the Government of Canada and their sub-contractors, comply with all applicable laws and regulations. In addition, the Code required vendors and their sub-contractors to comply with Canada's prohibition on the importation of goods produced, in whole or in part, by forced or compulsory labour. This included forced or compulsory child labour and applies to all goods, regardless of their country of origin.</p>
<p>Parts of activities 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</p>	<p>In May 2021, a risk analysis of PSPC's supply chains was completed by Rights Lab, of the University of Nottingham (U.K.), to determine which goods were at the highest risk of exposure to human trafficking, forced labour, and child labour. The analysis, and subsequent report, elaborated key strategies for PSPC to leverage public spending power to raise awareness about forced labour in supply chains.</p> <p>We have familiarized ourselves with information on the risk assessment provided by PSPC, and are monitoring related follow-action, including the development of a Policy on Ethical Procurement.</p>

<p>Measures taken to remediate any forced labour or child labour</p>	<p>Apart from those mentioned above, LAC has not taken any measures to remedy forced labour or child labour in its operations or supply chains.</p>
<p>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</p>	<p>No measures have been taken by LAC 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.</p>
<p>Training provided to employees on forced labour and child labour</p>	<p>LAC does not provide employee training specifically on forced and/or child labour. However, LAC aims to disseminate relevant information as it becomes available to educate employees responsible for procurement and to mitigate the risk of forced labour and child labor in procurement processes.</p> <p>We are aware that PSPC is currently developing awareness-raising guidance materials (including risk mitigation strategies) for suppliers, targeted towards high-risk sectors. We are monitoring the development of these materials and will leverage these resources upon their publication.</p>
<p>How the effectiveness in ensuring that forced labour and child labour are not being used in activities and supply chains is assessed</p>	<p>LAC has not assessed the effectiveness of its efforts to avoid the use of forced labour or child labour during the fiscal year.</p>