



## **Bordereze Solutions**

### **Ethical Labour Practices Report 2023**

Bordereze Solutions is dedicated to conducting business ethically, respecting human rights, and maintaining the highest standards of integrity across all operations and supply chains. We take active measures to address the risks of forced labour and child labour in compliance with Bill S-211.

At Bordereze Solutions, we have a strict policy against forced labour, human trafficking, or child exploitation. We are committed to promoting ethical business practices and protecting human rights throughout our organization and supply chain.

### **Company Structure**

Bordereze Solutions is a private corporation based in Mississauga, Ontario. Bordereze Solutions has been a leading cross-border logistics provider since 2020. With operations in Toronto, and Vancouver, we serve all of Canada.

We collaborate with suppliers, staffing agencies, and service providers to ensure efficient and ethical operations. We have engaged with our suppliers to address any risks of forced labour.

### **Activities and Supply Chains**

Our key activities include:

- Importing goods into Canada
- Distributing goods within Canada
- Warehousing goods on Canadian soil

### **Our approach**

In the 2023-24 reporting year, we focused on evaluating our labour practices and those of our supply chain partners, and integrating company-wide policies, awareness materials and mandatory training to managers. The insights gained from this data collection and analysis will guide our policy decisions in the coming years.

Bordereze Solutions has implemented the policies and procedures below to address forced and child labour risks:

- **Forced Labour Act – Internal Policy:** Aligns operations with the Forced Labour Act, ensuring compliance and guidance for staff and management alike.
- **Employee Code of Conduct:** Sets guidelines for ethical behavior and compliance with labour laws for new and current employees.
- **Supplier Memo:** Informs suppliers of new company policies and compliance expectations. Attached to this memo is a supplier Labour Practises Questionnaire that is mandatory for suppliers to complete as part of their ongoing contractual relationship with.
- **Training and Awareness Circulars:** Educates employees on forced labour risks and company policies.
- **Reporting Email Hotline:** A place for whistleblowers to report any suspected labour law violations without fear of retaliation.

## Risk Identification and Assessment

We have begun to identify key areas within our activities and supply chains that may carry a risk of forced or child labour, particularly in high-risk regions and industries involving low-wage labour and complex subcontracting chains. To address these risks, we have implemented the following steps:

- **Supply Chain Mapping:** Detailed mapping of the supply chain to identify and monitor all suppliers, focusing on those in high-risk areas.
- **Risk Assessment Analysis:** Conducting risk assessments to evaluate potential forced and child labour risks within operations and supply chains. This includes analyzing data from supplier self-reports and independent audits.
- **Supplier Engagement:** Requiring tier one suppliers to self-report on labour practices and compliance with anti-forced labour policies. This self-reporting is verified through audits and regular reviews.

In combination, these annual reports and survey responses will enable organizational transparency to help drive business decisions and close future risks of forced labour throughout our supply chain.

## Steps taken across our business

Bordereze Solutions has made significant efforts to comply with Bill S-211 and address forced labour and child labour risks. Here are some of the key initiatives and actions taken:

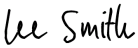
1. Comprehensive Documentation and Policies
  - a. Implemented the **Forced Labour Act – Internal Policy** to align operations with the Forced Labour Act and ensure compliance.
  - b. Developed a detailed **Employee Code of Conduct** that sets guidelines for ethical behaviour and compliance with labour laws.
  - c. Issued a **Supplier Memo and Supplier Questionnaire** to inform suppliers of company policies and compliance expectations.

2. Risk Assessment and Supply Chain Mapping
  - a. Conducted a **Risk Assessment Analysis** to identify and prioritize potential forced labour risks.
  - b. Created a **Supply Chain Map** to outline the supply chain from raw materials to finished products, detailing client relationships.
3. Supplier Engagement and Monitoring
  - a. Required tier one suppliers to **self-report on labour practices** and compliance with anti-forced labour policies.
4. Training and Awareness Programs
  - a. Distributed informative flyers to all employees, outlining new regulations and their impacts on work at Bordereze Solutions.
5. Grievance Mechanisms
  - a. Established an **email hotline managed by HR**, allowing employees to report any concerns or violations related to forced labour and child labour without fear of retaliation.
6. Action Plan Development
  - a. Developing a 5-year action plan which includes ambitious targets to mitigate forced labour in our supply chain.

## Conclusion


Bordereze Solutions is committed to continuous improvement and will continually refine its policies and procedures to uphold the highest standards of ethical labour practices. Through these initiatives, we strive to cultivate a well-informed and vigilant workforce dedicated to maintaining ethical standards and safeguarding human rights.

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.

DocuSigned by:  
  
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*I have the authority to bind Bordereze Solutions Inc.*

Lee Smith  
President  
Bordereze Solutions Inc.

DocuSigned by:  
  
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Nicholas Timmins  
Director  
Bordereze Solutions Inc.