



**Reporting under the *Fighting Against Forced Labour and
Child Labour in Supply Chains Act***

May 31st 2024



PART 1 : IDENTIFYING INFORMATION

* Canadian Space Agency

* Fiscal Year 2023-2024

Indicate if this is a revised report: Not applicable.

Indicate if this is a report produced by a federal Crown corporation or a subsidiary of a federal Crown corporation: Not applicable.

PART 2: REPORT CONTENTS

2.1 Information on the government institution’s structure, activities, and supply chains

*** Which of the following accurately describes the government institution’s activities?**

- Purchasing goods
 - in Canada
 - outside Canada

*** Provide additional information on the government institution’s structure, activities, and supply chains.**

At the Canadian Space Agency (CSA) approximately 9% of the annual value of our purchases were made using PSPC tools such as Standing Offers and Supply Arrangements.

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.

As such, all 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.

2.2 Information on the 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 by the government institution.



*** Indicate steps 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 produced, purchased, or distributed by the government institution.**

- Mapping supply chains
- Developing and implementing anti-forced labour and/or -child labour contractual clauses
- Engaging with supply chain partners on the issue of addressing forced labour and/or child labour

Note: Given the recent coming-into-force date of the *Supply Chains Act*, government institutions may not have measures to report on for some of the requirements. Government institutions may indicate in their report that no measures have been taken to remediate forced labour or child labour in their activities and supply chains, or that action plans have not yet been implemented, if that is the case. Doing so is sufficient to meet the government institution’s legal obligations.

If applicable, please provide additional information describing the steps taken.

The Canadian Space Agency has integrated PSPC’s updated General Conditions for goods contracts and PSPC’s Code of Conduct for Procurement in our purchasing activities.

In addition, to prevent and reduce the risk of forced labour or child labour in our procurements, the Canadian Space Agency has used the following list of PSPC’s tools:

- Standing Offers
- Supply Arrangements
- Anti-forced labour contract clauses

While PSPC supports government institutions in their daily operations by acting as the central purchasing agent for the Government of Canada, the Canadian Space Agency undertakes activities under its own procurement authority, independently of the PSPC tools.

During the previous fiscal year, the CSA purchased goods and services under its own procurement authority in the following areas: Automatic Data Processing Software and Services, Human Resource Services, IT Professional Services, Consulting Services, Writing Services and Arts/Graphic Services.

2.3 Information on the policies and due diligence processes in relation to forced labour and child labour.

*** Does the government institution currently have policies and due diligence processes in place related to forced labour and/or child labour?**

Yes

*** If yes, which of the following elements of the due diligence process has the government institution implemented in relation to forced labour and/or child labour?**

- Embedding responsible business conduct into policies and management systems



If applicable, please provide additional information on the government institution's policies and due diligence processes in relation to forced labour and child labour.

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.

Pursuant to the amendments, the CSA has integrated the Code into its procurements, with a view to safeguarding federal procurement supply chains from forced labour and child labour. Contracts that the CSA has awarded included the Code through the General Conditions for goods.

The Code requires 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 requires 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 includes forced or compulsory child labour and applies to all goods, regardless of their country of origin.

The prohibition on the importation of goods produced wholly or in part by forced labour came into force under the *Customs Tariff* on July 1, 2020. This amendment implemented a commitment in the Labour Chapter of the Canada-United States-Mexico Agreement (CUSMA) and applies to all imports, regardless of origin.

Additionally, the CSA is in the process of updating its internal Contractive Directive and Procurement Management Framework to further embed these requirements into its procurement mandate and provide practical guidance on the responsibilities of business owners and procurement agents in their implementation.

2.4 Information on the parts of its 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.

*** Has the government institution identified the parts of its activities and supply chains that carry a risk of forced labour or child labour being used?**

- Yes, we have started the process of identifying risks, but there are still gaps in our assessments.

*** If yes, has the government institution identified forced labour or child labour risks related to any of the following aspects of its activities and supply chains?**

- The types of products it produces, sells, distributes, or imports.



- The types of products it sources.
- The raw materials or commodities used in its supply chains.
- Tier three suppliers.

*** Has the government institution identified forced labour or child labour risks in its activities and supply chains related to any of the following sectors and industries?**

- Mining, quarrying, and oil and gas extraction.
- Manufacturing.

If applicable, please provide additional information on the parts of the government institution’s activities and supply chains that carry a risk of forced labour or child labour being used, as well as the steps that the government institution has taken to assess and manage that risk.

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.

The CSA has familiarized with the information on the risk assessment provided by PSPC, and is monitoring related follow-actions, including the development of a Policy on Ethical Procurement.

2.5 Information on any measures taken to remediate any forced labour or child labour.

*** Has the government institution taken any measures to remediate any forced labour or child labour in its activities and supply chains?**

- Not applicable, the CSA has not identified any forced labour or child labour in our activities and supply chains.

If applicable, please provide additional information on any measures the government institution has taken to remediate any forced labour or child labour.

Not applicable

2.6 Information on any 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 the institution’s activities and supply chains.

*** Has the government institution 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 or child labour in its activities and supply chains?**



- Not applicable, the CSA has not identified any loss of income to vulnerable families resulting from measures taken to eliminate the use of forced labour or child labour in its activities and supply chains.

If the government institution did not take 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, it must state so.

If applicable, please provide additional information on any measures the government institution 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.

Not applicable

2.7 Information on the training provided to employees on forced labour and child labour

*** Does the government institution currently provide training to employees on forced labour and/or child labour?**

- No

If applicable, please provide additional information on the training the government institution provides to employees on forced labour and child labour.

The CSA is aware that PSPC is currently developing awareness-raising guidance materials (including risk mitigation strategies) for suppliers, targeted towards high-risk sectors. The CSA is monitoring the development of these materials and will leverage these resources upon their publication.

2.8 Information on how the government institution assesses its effectiveness in ensuring that forced labour and child labour are not being used in its activities and supply chains.

*** Does the government institution 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?**

No

If applicable, please provide additional information on how the government institution assesses its effectiveness in ensuring that forced labour and child labour are not being used in its activities and supply chains.

Not applicable



PART 3: ATTESTATION

“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.”

“I have the authority to bind the Canadian Space Agency.”

Lisa Campbell

President
Canadian Space Agency