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VANCOUVER, BC, CANADA V5T 0H2

## Annual Report on Forced Labour and Child Labour

For the fiscal year ended March 31, 2024

### About us

Located in Vancouver, British Columbia, Emily Carr University of Art + Design (ECU) is a world-renowned learning community and centre for excellence and innovation in art, design and media education. As one of the oldest post-secondary institutions in British Columbia, ECU is unique in the province's post-secondary landscape as the only accredited public university in B.C. dedicated solely to education in these creative fields.

The university merges research, critical theory and studio practice within an inclusive teaching and learning space. ECU offers an interdisciplinary and experiential learning environment that fosters creative exploration and connection to broader communities and professional opportunities. Its strategy, partnerships, resources and facilities are intentionally student-centred to enable dialogue, expression and open connections in support of the next generation of creative and cultural leaders.

The university has over 400 dedicated faculty and staff members and has a mandate to serve the province of B.C. as a whole and we successfully deliver our unique mix of practice-based creative programming to our students. The university's programming includes leading art, design and media degree programs, certificates, continuing education courses, graduate studies and research opportunities, as well as youth programs and pre-university programs.

### Organization Structure

As a public university in British Columbia, ECU operates within a legal framework established through the University Act (the Act), and regulatory and policy frameworks set by the Provincial government.

The university is governed by both a Board of Governors and a Senate. Under this bicameral model each body is tasked with different areas of oversight and together provide direction to the university to support implementation of its vision, mission, values and mandate. The university receives



direction on mandate and the priorities of government through an annual Mandate Letter addressed to the Board of Governors. The Board is responsible for the stewardship of the university and is accountable for ensuring that the university operates in accordance with its mandate.

As per the Act, the Board of Governors is composed of the Chancellor, the President + Vice-Chancellor, eight appointed members, two elected faculty members, one elected staff member, and two elected student members. Appointed members are established by Order of the Lieutenant Governor in Council. Faculty, employee, and student board members are elected by their peers. The effective governance of the university relies on all board members fulfilling their roles and responsibilities with the highest standards of conduct.

The Senate is the academic governing body of the university and is responsible for academic matters, including development of academic policy, approval of curriculum and academic conduct concerns. The Senate must also advise the Board and the Board must seek advice from the Senate on various policy areas of joint concern as outlined in the Act.

### Activities

ECU does not manufacture goods, or sell or distribute goods except curriculum-related materials to its students; however, it does import goods into Canada.

To support its programs, ECU imports a small number of products from around the world. This includes specialized supplies and equipment, not available for purchase in Canada, which are required to provide industry-ready programming to its students. In its last fiscal year, ended March 31, 2024, using customs brokers, the university saw less than 50 import transactions valued at approximately \$55,000 CDN, less than 0.3% of the non-salary expenditures recorded during the year.

For the items imported, the countries of origin were: United States (21), China (12), Japan (4), Italy (2), and one from each of United Kingdom, Sweden, Mexico, Germany, Belgium, Netherlands, Pakistan and Czechia. The country of export for all but four items was the United States (along with United Kingdom, Belgium, Italy and Netherlands).



### Supply Chains

ECU has not investigated the indirect suppliers (e.g. sources of raw materials) needed to produce the products that it has imported. However, each country of export from which the university has imported goods has a free trade agreement with Canada currently in force.

### Policies and Due Diligence Processes

ECU is committed to adhering to all provincial and federal regulations. At this time of reporting, no current policies exist in relation to forced labour or child labour. In the coming year, ECU will proactively undertake comprehensive research within the post-secondary sector to inform our operational practices and ensure the implementation of university policy that reflects our dedication to ethical standards and social responsibility. Areas of research to support the creation of robust due diligence processes may include, but are not limited to:

- Procurement Practices
- Supplier Code of Conduct
- Sustainability Priorities
- Ethical Behaviour Standards

### Forced Labour and Child Labour Risks

ECU has a risk management framework in place and no risks related to forced labour or child labour have been identified. However, questions asked during the risk assessment process have not been specific to these activities, and the university will aim to close these gaps when performing future assessments.

Through the process of preparing this report, ECU has reviewed the items it imported during the year, including the countries of origin, and feels that the risk of forced labour or child labour in the production of these goods is low.

### Remediation Measures

As the university has not identified risks related to forced labour or child labour, remediation measures are not applicable.



### Remediation of Loss of Income

As the university has not identified risks related to forced labour or child labour, remediation measures for potential loss of income are not applicable.

### Training

ECU recognizes the critical role our employees play. Therefore, we are dedicated to building their knowledge around understanding and compliance. In the current fiscal year, procurement staff who interact with suppliers will receive mandatory training to ensure they know how to reduce the risk of forced labour and child labour in our supply chains. Additionally, all employees will have access to resources to support their independent understanding of ECU's procurement procedures.

### Assessing Effectiveness

ECU accepts the responsibility to develop and enact policies that mitigate risks. We commit to ongoing monitoring of our supply chain for signs of forced labour and child labour, including thorough due diligence on new and existing vendors if significant changes arise. Staff training will be provided to ensure awareness of the risks associated with forced labour and child labour. University policy and processes will be examined and updated to address critical risks, as conducting our operations with integrity is vital for earning and retaining the trust of our stakeholders.



## Emily Carr University of Art + Design

### Board 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 identified 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 year ended March 31, 2024.

Don Avison

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Board Chair

May 31, 2024

“I have the authority to bind Emily Carr University of Art and Design.”