Introduction

This report prepared by Memorial University of Newfoundland ("Memorial") constitutes its first report to the *Fighting Against Forced Labour and Child Labour in Supply Chain Act ("the Act")*. The financial year being reported is April 1, 2023 to March 31, 2024. At this time, Memorial acknowledges the importance of the Act and will strive take measures to remediate any forced labour or child labour through planning for this financial year.

A. Structure, Activities and Supply Chain

Perched on Canada's North Atlantic coast, Memorial University is a premiere university in Atlantic Canada. With more than 18,000 students from 127 countries, Memorial is a leading academic and research centre. A global network of more than 100,000 accomplished alumni strengthens Memorial's capacity and reputation for leadership in world-class research, teaching and public engagement.

We are a multi-campus, multi-disciplinary, public university committed to excellence in teaching and learning, research and scholarship, and to public engagement and service. Memorial has teaching and learning facilities across Newfoundland and Labrador and abroad. These locations are:

- St.John's Campus, St. John's, NL
- Grenfell Campus, Corner Brook, NL
- Marine Institute, St. John's, NL
- Harlow Campus, Harlow, UK
- Signal Hill Campus, St. John's, NL
- Labrador Campus, Happy Valley- Goose Bay, NL

We strive to have national and global impact, while fulfilling our social mandate to provide access to university education for the people of the province and to contribute to the social, cultural, scientific and economic development of Newfoundland and Labrador and beyond.

At Memorial, we celebrate our unique identity through the stories of our people – the work of scholars and educators, the ingenuity of students, the achievements of alumni – and the impact we collectively make in the province, the country and the world

Vision

Memorial will be one of the most distinguished public universities in Canada and beyond, and will fulfill its special obligation to the people of Newfoundland and Labrador.

Mission

Memorial is an inclusive community dedicated to innovation and excellence in teaching and learning, research, scholarship, creative activity, service and public engagement.

Memorial welcomes and supports students and scholars from all over the world and contributes knowledge and expertise locally, nationally and internationally.

Faculty and Staff

Memorial is one of the largest employers in the province, with approximately 3,800 faculty and staff who teach, research, create and engage. Memorial's strategic plan 'Transforming our Horizons' identifies the institution's priorities and actions through 2026, capitalizing on its greatest strengths – people and place.

Governance and Administration

The management, administration and control of the property, revenue, business and affairs of the university are vested in the Board of Regents. The Board is appointed under the *Memorial University Act* and is responsible for the management, administration, and control of the property, revenue, business and affairs of the university. Matters of an academic character are in general charge of the Senate of the University.

See Appendix A for the senior leadership organization chart as of June 2023 and the listing of Board of Regents members as of March 2024.

Territory Acknowledgement:

We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu and Inuit of this province

Research

As one of the top 20 research universities in Canada, Memorial has more than 30 research centres and received more than $139 million in research funding in 2022-23. Memorial and its funding partners have long believed in investing in talented students and we're proud to say in 2023 we had more than 1,600 graduate fellowships and 881 PhD students.

Over 40% of Memorial's research is ocean-related (in just the Faculty of Science it's 68%). If there's research happening in the North Atlantic, there's a high likelihood Memorial is involved. In fact, Memorial is a partner with the Ocean Frontier Institute, a $220 million collaborative research initiative aimed at harnessing the vast potential of the world's ocean. Memorial is also part of Canada's Ocean Supercluster, a private sector-led partnership using innovation and commercialization to drive increased sustainable economic growth from our oceans.

Teaching and Learning

Offering more than 100 degree programs and over 90 professional development courses and certificate programs, Memorial is one of the largest universities in Atlantic Canada.

- $1.5 Million in entrance scholarships
- 750 scholarships awarded annually
- $9.5 Million in graduate fellowships and scholarships
- 16:1 student-faculty ratio (one of the best in Canada)
- 450+ courses available online
- 1,600 co-op placements and internships around the world
- 50+ Rhodes Scholars educated at Memorial

Memorial offers a number of unique programs including:

- The only co-op program in Ocean and Naval Architectural Engineering in the world.
- Canada's only MBA in social enterprise and entrepreneurship
- The only Anglophone university in Canada to offer comprehensive folklore programs at the undergraduate and graduate levels
- Canada's only ROV Operator Program
- Canada's first joint degree in music and business
- The first master of occupational health and safety degree in Atlantic Canada
- The only four-year bachelor of fine arts degree in Atlantic Canada with options in acting or theatre production

Memorial's faculty are widely recognized for their teaching and supervision, with many notable achievements and honours including nine recipients of 3M Teaching Fellowships, five recipients of the Atlantic Association of Universities' Distinguished Teacher Award and two recipients of the Northeastern Association of Graduate Schools Geoffrey Marshall Mentoring Award.

Internationalization

Memorial is privileged to be able to bring together students, faculty and staff from Canada and other countries, building mutual respect, cultural understanding and meaningful relationships. That's why Memorial is committed to internationalization, international co-operation, student mobility and cultural sensitivity.

According to the Canadian Association for Graduate Studies, Newfoundland and Labrador has the highest percentage of full-time international master's and doctoral students in Canada. In 2015, Memorial ranked first among Canadian universities in the International Student Barometer in the category of support from the graduate school.

- 3,400+ international students from 110+ countries.
- 20% of the student population is international students and nearly 40% of all graduate students are international students
- 125 exchange agreements in more than 40 countries
- 1 of only 2 Canadian universities with a campus in the United Kingdom.

Start-Up and Entrepreneurial Culture

Memorial's vibrant entrepreneurial culture inspires students, faculty and staff to embrace innovation and challenge convention.

Memorial students have a long history of success in national and international entrepreneurship competitions. In nine of the past 10 years, Memorial has been crowned national champion in annual competitions of Enactus, an international non-profit organization promoting student entrepreneurship. We're incredibly proud that Memorial is a two-time winner of the Enactus World Cup.

Investing in entrepreneurs and contributing to the development of an attractive entrepreneurial ecosystem within Newfoundland and Labrador, Memorial has three centres dedicated to supporting entrepreneurship:

The Memorial Centre for Entrepreneurship

Open to students, faculty and staff to help promote entrepreneurship and the development of new ideas, the Memorial Centre for Entrepreneurship offers programs, funding, events and resources to inspire and support start-ups. In 2019, MCE was recognized as one of the top five emerging entrepreneurship centres in the world.

The Centre for Social Enterprise

A partnership among the Faculty of Business Administration, the School of Music and the School of Social Work, the Centre for Social Enterprise aims to enhance the quality of the human experience via social enterprise and social innovation.

The Genesis Centre

Memorial's incubator for technology-based ventures with high-growth potential, the Genesis Centre is one of the top-ranked incubators in Canada and was named Canadian Incubator of the Year in 2011. Since its launch in 1997, Genesis has incubated hundreds of start-up companies, raised $700 million in capital, generated $650 million in revenue and created over 2,500 jobs.

You might recognize some these start-ups:

- HeyOrca
- Solace Power
- SubC Imaging
- Verafin

Navigate Entrepreneurship Centre – Corner Brook

Navigate is a partnership of Grenfell Campus, St. John's Campus, and the Corner Brook campus of the College of the North Atlantic (CNA). The centre supports entrepreneurs through its business incubator and makerspace. The Navigate Business Incubator, located at CNA, and the Navigate Makerspace, at Grenfell Campus, aim to support business diversification and create a stronger culture of innovation and entrepreneurship on the west coast of the island.

The Entrepreneurship Training Program

Memorial's Entrepreneurship Training Program (ETP) is a first-in-Canada training program for international graduate students interested in starting a business. The program covers core entrepreneurship themes and skills such as problem solving and design learning, lean start-up, sales, marketing and financial planning. The ETP has graduated over 200 students and has received multiple national awards for innovation in student services and career education.

Public Engagement

Memorial University encourages and supports collaboration with individuals and groups from the public to develop and execute projects that strengthen the community, advance teaching and learning and uphold Memorial's mission as a public university. Support is provided through faculties, units and dedicated centres offering programming to help facilitate engagement, as well as with funding and the Public Engagement Framework.

Alumni

With nearly 100,000 alumni active throughout the world, Memorial's economic, social and cultural impact is felt far and wide. In addition to generating wealth and prosperity locally and internationally, our alumni proudly volunteer and mentor current students to become leaders of tomorrow. Our ranks of alumni include renowned scholars, Rhodes Scholars, Fortune 500 executives, Juno award-winning musicians, a former chief of defense staff of Canada, a Supreme Court Justice, Olympic gold medalists and notable broadcasters and authors.

Supply Chain

Memorial purchases a variety of goods and services supporting operations, research, teaching and learning, and capital projects. Memorial's vendors are vast and broad reaching local, national and international. In the area of research, raw materials can be imported to Memorial as will as shipped from Memorial to other locations globally. To assist with both domestic and international shipments, Memorial has entered a contract with Thompson Ahern & Co Limited to provide custom clearance services, including all B2/B3 entries and tariff classification.

Memorial has a decentralized approach to supply chain management; all administrative and financial operations supply chain activities are conducted through a centralized unit – Strategic Procurement while teaching, learning and research supply chain activities are completed within each unit independently.

Some of the spend categories at Memorial include:

- Laboratory equipment and chemicals.
- Books, journals, and office supplies.
- Consulting services i.e.: Legal, engineering, architectural, financial.
- Fleet vehicles and fleet maintenance and fuel.
- Maintenance and operational – plumbing, electrical, locksmith, mechanical, cleaning, painting, ground works, carpentry, etc.
- Personal protective equipment and apparel.
- Office and student furniture.
- Food Service.
- Capital equipment.
- Capital infrastructure projects.
- Information technology services and equipment, including hardware and software.
- Linens and bedding
- Heating fuels
- Construction services, i.e.: road repair.

B. Policies and Due Diligence Processes

Due diligence is a process of identifying and responding to the real and potential adverse impacts of activities throughout the supply chain. Memorial is committed to conducting business in a responsible manner and has policies and procedures that provide guidance to supply chain management in the organization.

Memorial's Purchasing Policy provides a clear scope to ensure all employees who are authorized to make purchases on behalf of the university from all funds administered by the university, irrespective of the sources of funding, specifically including: operating funds, trust funds, discipline funds, grant

funds, ancillary enterprises and capitals funds, be conducted in a responsible manner and with guidance from the Purchasing Procedures.

Our purchasing principles outline the following expectations with respect to procurement:

1. Purchasing must be conducted with the objective of obtaining best value for the University over the life of the acquisition while ensuring proper stewardship of resources.

2. Purchasing must be conducted in a fair and transparent manner, and where legislation, University policy and/or procedures dictate, follow a competitive procurement process.

3. Individuals making purchases on behalf of the University shall conduct themselves in an ethical manner, ensuring compliance with University-wide policies, in particular the Conflict of Interest Policy and with the Purchasing Code of Ethics.

4. In keeping with the Memorial University of Newfoundland Sustainability Declaration, the University endeavors to integrate sustainable considerations into purchasing decisions. Purchasing decisions should take into account the following principles:

- Adoption of the concepts of reduce, reuse, recycle
- Conservation of natural resources
- Reduction of carbon emissions
- Reduction of energy and water use
- Utilization of total life-cycle cost in evaluating product cost

5. The University is committed to conducting its purchasing in a socially responsible manner by doing business with vendors that commit to demonstrating social responsibility and ethics in their business operations.

6. The University is committed to conducting its purchasing in consideration of the health and safety of its community.

C. Forced Labour and Child Labour Risks

At this time Memorial has not been able to identity any areas that present a risk for forced labour and child labour. We will strive to achieve a better understanding of the risk in this fiscal year with the following actions:

- Conduct review of Tier I vendors.
- Add clauses to our documents to restrict forced labour and child labour risks.
- Create a committee to include various units across the university. The committee will focus on creating processes in supply chain to identity forced labour and child labour.
- Meeting with our customs broker to discuss actions taken to identity forced labour and child labour risks.

D. Remediation Measures

Currently, Memorial has not taken any remediation measures as we have not conducted the review of our vendors. Moving forward Memorial will develop remediation measures that may include the following:

- Actions to support victims of forced labour or child labour
- Develop a grievance mechanism.
- Investigate and verify any claims of forced labour and child labour risks.
- Involve appropriate professionals if investigation and/or escalation required.
- Educate supply chain professionals on forced labour and child labour risks.

E. Remediation of Loss of Income

No measures have been taken in this area to reduce the risk of forced labour and child labour and the unintended consequence of contributing to the loss of income for vulnerable families.

F. Training

Training regarding the Act has been completed by some supply chain staff through the Canadian Association of University Business Officers. Memorial will gather further information on the Act and develop a training plan if necessary. In addition, Memorial is a member of the Interuniversity Services Incorporated, a not-for-profit organization that represents members of 19 universities and colleges from throughout Atlantic Canada. This group conducts environmental scans to advise members of the latest training and information with respect to the Act.

G. Assessing Effectiveness

At this time, Memorial has taken no actions to assess effectiveness in preventing and reducing risks of forced labour or child labour in our activities and supply chain. Memorial is committed to developing a plan to help prevent forced and child labour as indicated in Section C above.

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

Full Name: Glenn Barnes

Title: Chair, Board of Regents, Memorial University of Newfoundland

Date: July 26, 2024

Signature: 

I have the authority to bind Memorial University of Newfoundland.

Appendix A

Board of Regents Members:

Glenn Barnes, Chair

Anik Rahman, Vice-Chair

Dr. Neil Bose, President and Vice-Chancellor, Pro Tempore

Dr. Jennifer Lokash, Interim Provost and Vice-President (Academic)

Earl Ludlow, Chancellor

Michelle Baikie

Bob Hallett

Eleanor Swanson

Chief Brendan Mitchell

Ashrafee Hossain

Justin Ladha

Nathalie Pender

Tim Powers

Lynn Zurel

Carter McNelly

Arshad Shaikh

Luke Thibeau

Leigh Borden

Trudy Morgan-Cole

Andrew Mercer

Lloydetta Quaicoe

Andrea Stack

Senior Leadership Organization Chart:

