



NATIONAL CAPITAL COMMISSION
COMMISSION DE LA CAPITALE NATIONALE

Annual Report

FIGHTING AGAINST FORCED LABOUR AND CHILD
LABOUR IN SUPPLY CHAINS ACT

FISCAL YEAR 2023-24

Canada



PART 1 : IDENTIFYING INFORMATION

*** Name of government institution :**

National Capital Commission

*** Financial reporting year (start date, end date):**

April 1, 2023 – March 31, 2024

*** Indicate if this is a revised report**

This is an original report.

Indicate if this is a report produced by a federal Crown corporation or a subsidiary of a federal Crown corporation

This report is being produced by the National Capital Commission, a federal Crown corporation headquartered in Ontario.

* If applicable, indicate all the sectors or industries in which the Crown corporation or subsidiary operate in. Include in your report only those that apply. Similarly, when completing the online questionnaire, only select those that apply.

- Construction
- Information and cultural industries
- Real estate and rental and leasing
- Professional, scientific and technical services
- Arts, entertainment and recreation
- Public administration
- Utilities
- Retail trade
- Transportation and warehousing
- Accommodation and food services
- Finance and insurance
- Administrative and support, waste management and remediation

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?

Include in your report only those that apply. Similarly, when completing the online questionnaire, only select those that apply.

- Purchasing goods
 - in Canada
 - outside Canada

*If the government institution's activities do not include any of the above, the government institution is **not required to submit a report or complete the online questionnaire.***

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

Mandate, structure and Mission

The National Capital Commission (NCC) is a federal Crown corporation created by Canada's Parliament in 1959 under the *National Capital Act* (for more information on governance, please see **Appendix B**). The role of the NCC, as defined by the *National Capital Act*, is "to prepare plans for and assist in the development, conservation and improvement of the National Capital Region in order that the nature and character of the seat of the Government of Canada may be in accordance with its national significance." The corporation fulfills this role through the following areas of activity:

- setting the long-term planning direction for federal lands in the National Capital Region;
- regulating the use and development of federal lands in the National Capital Region;
- managing, conserving, and protecting NCC assets (including Gatineau Park, the Greenbelt, urban parks, real property, and other assets such as bridges, pathways, and parkways); and
- maintaining heritage sites in the National Capital Region, such as the official residences and commemorative sites.

The Minister responsible for the NCC is the Minister of Public Services and Procurement. The NCC board of directors has 15 members, including the chairperson and the chief executive officer (CEO) and 13 other members from the National Capital Region and other parts of the country.

The board of directors is responsible for the oversight and direction of the NCC's activities and assets. Within the NCC's organizational structure, the CEO is responsible for setting operational and management objectives, providing direction on implementation strategies, and overseeing day-to-day operations. The CEO is supported by an executive management team that represents each branch of the NCC, and is responsible for ensuring that the corporation's key sectors of activity are implemented and well managed.

The NCC's mission is to ensure that Canada's National Capital Region is of national significance and a source of pride for Canadians. With a mandate reaching back over a century, the NCC and its predecessor organizations have served as both the National Capital Region's primary long-term planner for, and the principal steward of, federal lands to build a dynamic, inspiring, and sustainable capital. In addition to internal services, there are two core responsibilities derived from the NCC's mandate and previous program alignment architecture. These reflect the NCC's key obligations to the public as a federal government organization.

Long-Term Planning: The NCC ensures that federal lands and assets meet the needs of government and Canadians, and reflect and respect the significance, natural environment, and heritage of the national capital; develops long-term plans, conducts the identification of the National Interest Land Mass (NILM), and manages federal land use, design, and transaction approvals; and, conducts interprovincial transportation planning, and facilitates transportation projects (with partners in the region).

Stewardship and Protection: The NCC manages, maintains, protects, develops, and rehabilitates federal lands and assets in the National Capital Region; ensures that Canadians have safe, appropriate, and sustainable access to experience these federal lands and assets; ensures that accommodations for Canada's official leaders are appropriate and serve as inspiring settings for state events and ceremonies (through stewardship of the Official Residences).

Internal Services: To fulfill its ongoing planning and stewardship responsibilities, the NCC also has a series of organization-wide internal services that support the delivery of its activities, and management of resources. These functions support the NCC's management of financial and human resources; governance structures, including the board of directors and committees; public affairs, communications, and marketing; reporting to Parliament and Canadians; legal services; and information technology and geomatics services.

Number of employees 535 (2023)

Portfolio of assets

As the Capital's largest property owner, the NCC owns and manages more than 11 percent of all lands in Canada's Capital Region. We also own more than 1,600 properties in our real estate portfolio, including the Capital's six official residences; commercial, residential and heritage buildings; and agricultural facilities.

Supply Chain information

During this reporting period, the NCC has issued 1856 contracts for a total value of \$115.25M. More than 80% of the NCC's contracts are valued under \$25,000. The main types of goods and services that the NCC purchases are related to construction, real estate and leasing, IT hardware and software, and professional services. The majority of these are provided by Canadian suppliers.

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.**

Given the recent coming-into-force date of the Supply Chains Act, the NCC has not yet taken any concrete steps to prevent and reduce the risk that forced or child labour is used in the production, purchase and distribution of goods.

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.

Not applicable.

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 or No)**

No, given the recent coming-into-force date of the Supply Chains Act, the NCC has not yet developed any policies or due diligence processes in relation to forced or child labour. The NCC will be reviewing its policy suite this year and will develop a plan to prevent and reduce the risk that forced or child labour is used at any step of the supply chain.

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

Not applicable.

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?**

Given the recent coming-into-force date of the Supply Chains Act, the NCC has not yet begun the process of identifying the parts of its activities/supply chain that carry a risk for the use of forced or child labour. The NCC will develop a plan to prevent and reduce the risk that forced or child labour is used at any step of the supply chain during this fiscal year.

*** 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?**

The NCC operates in the following sectors, as outlined in Part 1:

- Construction
- Information and cultural industries
- Real estate and rental and leasing
- Professional, scientific and technical services
- Arts, entertainment and recreation
- Public administration
- Utilities
- Retail trade
- Transportation and warehousing
- Accommodation and food services
- Finance and insurance
- Administrative and support, waste management and remediation

Given the recent coming-into-force date of the Supply Chains Act, the NCC has not yet begun the process of identifying the parts of its activities/supply chain that carry a risk for the use of forced or child labour. The NCC will develop a plan to prevent and reduce the risk that forced or child labour is used at any step of the supply chain during this fiscal year.

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.

Not applicable

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?**

Given the recent coming-into-force date of the Supply Chains Act, no measures have been taken to remediate forced or child labour in the NCC's activities and supply chains. The NCC will develop a plan to prevent and reduce the risk that forced or child labour is used at any step of the supply chain during this fiscal year and will ensure that remediation measures are included in that plan.

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?**

Given the recent coming-into-force date of the Supply Chains Act, no remediation measures have been taken. The NCC will develop a plan to prevent and reduce the risk that forced or child labour is used at any step of the supply chain during this fiscal year and will ensure that remediation measures are included in that plan.

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? (Y/N)**

No, given the recent coming-into-force date of the Supply Chains Act, the NCC has not provided training to employees on forced and child labour however the NCC remains committed to supporting the training needs of all employees and will encourage participation in any such training.

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

Not applicable.

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? (Yes or No)**

No, given the recent coming-into-force date of the Supply Chains Act, the NCC has not yet determined the assessment measures that will be used. The NCC will develop a plan to prevent and reduce the risk that forced or child labour is used at any step of the supply chain during this fiscal year and will ensure that assessment measures are included.

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.