

Modern Slavery Report 2023

OAKVILLE HYDRO ELECTRICITY DISTRIBUTION INC.



This Modern Slavery Report (the **Report**) addresses the period from January 1, 2023 to December 31, 2023 and has been prepared in compliance with the *Fighting Against Forced Labour and Child Labour in Supply Chains Act (Canada)* (the **Act**). This Report is made on behalf of Oakville Hydro Electricity Distribution Inc. (**OH**) A French version of this Report may be requested from Oakville Hydro Electricity Distribution Inc. by emailing info@oakvillehydro.com.

1. Introduction

Forced labour and child labour, each as defined in the *Act*, are crimes and serious violations of human rights. OH recognizes the important role to ensure that its operations and products, and the supply chains that support these, adhere to the highest ethical standards, including the prevention and identification of forced labour and child labour in its supply chain. This Report sets out the steps taken during Fiscal 2023 to prevent and reduce the risk that forced labour or child labour is used at any step by OH.

2. OH's Business

OH is a company headquartered in Oakville, Ontario, Canada providing distribution of electricity within the Town of Oakville under license and regulations issued by the Ontario Energy Board. OH's supply chain includes businesses that supply goods and services to the organization, including:

- Transformers (for electricity distribution systems)
- Switchgear
- Utility poles
- Electrical cables and wires
- PVS pipe
- Electricity distribution hardware (e.g., insulators, switches, pole line hardware)
- Software systems
- Personal protective equipment
- Utility vehicles (e.g., bucket trucks and radial boom derricks)
- Light trucks and vans
- Office supplies

In total, goods and services are procured from approximately fifty active suppliers. The suppliers include businesses that provide goods to OH.

Further information about the business can be found on the website <https://www.oakvillehydro.com/>.

3. Guidelines

Brand behaviours and expectations are communicated through organizational and governance guidelines, setting the standards for the business, suppliers, and selling partners, and make it clear that any form of forced labour is not tolerated. Every effort is made, including through carrying out due diligence of supplier practices. Relevant guidelines are discussed in further detail below:

Business Code of Conduct

OH is committed to conducting business in a lawful and ethical manner consistent with the Business Code of Conduct which is the company standard that sets out guiding principles on professional conduct. Employees should always act lawfully, ethically and in accordance with the Business Code of Conduct.

The Business Code of Conduct contains provisions prohibiting the use of Child and Forced labour in accordance with the Act.

Supplier Code of Conduct

OH's **Supplier Code of Conduct** details the requirements and expectations for suppliers and their supply chains. Suppliers are expected to comply with all applicable legal requirements in the jurisdictions in which they operate and to consistently monitor and enforce the Supplier Code of Conduct in their own operations and supply chain. The Supplier Code of Conduct also sets forth the principles of inclusivity and accountability. The Supplier Code of Conduct is reviewed on a periodic basis to ensure that this policy is in line with current best practices.

Due Diligence

Third parties are expected to adhere to business brand behaviours and expectations and to comply with all applicable laws and regulations. Before making any commitments towards third parties, steps are taken to appropriately evaluate the relationship and mitigate any associated risks by carrying out risk-based due diligence and checks.

4. Assessing OH's Risk

OH has identified its supply chain partners and engages with them to assess compliance with the Act.

5. OH's Commitments

Steps to Prevent and Reduce Risks of Forced and Child Labour

- Mapping activities
- Mapping supply chains
- Assessing supplier compliance with the Act
- Developing and implementing due diligence processes for identifying, addressing, and prohibiting the use of forced labour and/or child labour in the organization's activities and supply chains
- Requiring suppliers, vendors, and subcontractors to provide a Supplier Certification confirming compliance to and having in place policies and procedures for identifying and prohibiting the use of forced labour and/or child labour in their activities and supply chains
- Monitoring suppliers

- Developing and implementing training and awareness materials on forced labour and/or child labour
- Engaging with supply chain partners on the issue of addressing forced labour and/or child labour

Remediation Measures

The Business Code of Conduct and the Whistleblower reporting require all employees and contract workers of OH to report actual or possible misconduct. OH also undertakes diligence efforts to ensure that the risk of forced labour and child labour is mitigated in its business. In the event that OH discovers any forced labour or child labour in its business and supply chains, OH takes the following measures to remediate such forced labour or child labour:

- Suspension or termination of a supplier, sub-supplier, or contractor
- Actions to prevent forced labour or child labour and associated harms from reoccurring
- *Grievance mechanisms*

Training

Every year, OH personnel at all levels are required to complete a mandatory review process of the Code of Conduct. Every new employee of OH must complete mandatory training on OH's brand behaviours and expectations, including OH's Code of Conduct, including Whistleblower reporting. OH provides employees with periodic training to ensure that all employees have current knowledge of Code of Conduct requirements.

6. OH's Progress and Effectiveness

As part of OH's governance processes, monitoring of compliance occurs on an ongoing basis. OH also reviews any concerns raised through its Whistleblower reporting and employee feedback. To date no significant concerns or complaints have been identified.

OH also assesses the effectiveness of its policies by setting up a regular review of the organization's guidelines and procedures related to forced labour and child labour.

7. Approval & Signature

This Report was approved by OH's Board of Directors on May 23, 2024 and has been submitted to the Minister of Public Safety and Emergency Preparedness in Canada. This Report is also available on the company website at <https://www.oakvillehydro.com/>.

In accordance with the requirements of the *Act*, and in particular section 11 thereof, I attest that I have reviewed the information contained in this Report for OH. Based on my knowledge, and having exercised reasonable diligence, I attest that the information in this Report is true, accurate and complete in all material respects for the purposes of the *Act*, for the reporting year listed above.



Rob Lister
President and CEO

May 23, 2024

I have the authority to bind Oakville Hydro Electricity Distribution Inc.