



Fighting Against Forced Labour and Child Labour in Supply Chains Act

Financial reporting year: April 1, 2023, to March 31, 2024

1. Structure, activities and supply chains

The Office of the Commissioner of Official Languages supports the Commissioner in his mission as an agent of Parliament to enforce the [Official Languages Act](#).

The Office of the Commissioner purchases goods and services for its operations in Canada by way of its own contracting authority and procurement tools managed by Public Services and Procurement Canada (PSPC).

Approximately 35.7% of the annual value of the Office of the Commissioner's purchases were made through the use of 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.

All of our contracts for goods resulting from the use of these tools therefore 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. 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

The Office of the Commissioner has used PSPC's tools, including standing offers and supply arrangements, and has integrated PSPC's [Code of Conduct for Procurement](#) in its purchasing activities to prevent and reduce the risk of forced labour or child labour in its procurements. These tools include:

- office workspace and office seating supply arrangements;
- software licencing supply arrangement;



- office supplies standing offers;
- ProServices supply arrangement; and
- task-based informatics professional services supply arrangement.

While PSPC supports government institutions in their daily operations by acting as the central purchasing agent for the Government of Canada, the Office of the Commissioner conducts activities under its own procurement authority, independently of the aforementioned PSPC tools.

The Office of the Commissioner has integrated PSPC's updated general conditions for goods contracts and PSPC's [Code of Conduct for Procurement](#) in its purchasing activities to prevent and reduce the risk of forced labour or child labour in its procurements.

During the previous fiscal year, the Office of the Commissioner purchased goods and services under its own procurement authority in the following areas:

- Furniture
- Software
- Office supplies
- Professional services

3. 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 aforementioned amendments, the Office of the Commissioner has integrated the Code into its procurements with a view to safeguarding federal procurement supply chains from forced labour and child labour. Contracts that it has awarded include 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.

4. Parts of our 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

The Office of the Commissioner did not start the process of identifying risks.

5. Measures taken to remediate any forced labour or child labour

The Office of the Commissioner has not identified any forced labour or child labour in its activities and supply chains.

6. 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

Not applicable, the Office of the Commissioner 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 our activities and supply chains.

7. Training provided to employees on forced labour and child labour

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

8. Policies and procedures

The Office of the Commissioner does not 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.