PACIFIC ENERGY
FIREPLACE PRODUCTS

PACIFIC ENERGY
TOWN & COUNTRY
TRUE NORTH

June-14-2024

Public Safety Canada
269 Laurier Avenue West
Ottawa, ON K1A 0P8

Re: Annual Reporting – Forced Labor in Canadian Supply Chains

Dear Madame\Sir,

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.

Thank you,

Rob Dozzi, Chief Financial Officer
I have the authority to bind Pacific Energy Fireplace Products Ltd
Dated this 14th day of June, 2024

2975 Allenby Road | Duncan, BC | Canada V9L 6V8
P 250.748.1184 | TF 1.888.223.0088 | F 250.748.0844

pacificenergy.net
townandcountryfireplaces.com
truenorthstoves.com

Government of Canada | Gouvernement du Canada

English

Identifying Information

Please note that information entered in any open text box field could be deemed identifiable depending on the information provided. In order to protect privacy, entities and government institutions must not add personal information of any kind in these open text areas.

*This report is for which of the following?

- [x] Entity
- [ ] Government institution

*Legal name of reporting entity or government institution:

Pacific Energy Fireplace Products Ltd.

Characters remaining: 962

*Financial reporting year (Start Date):

Month	January
Day	1
Year	2023

*Financial reporting year (End Date):

Month	December
Day	31

Year

2023

Powered by Qualtrics

Protected by reCAPTCHA: Privacy & Terms

Government of Canada | Gouvernement du Canada

English

*Is this a revised version of a report already submitted this reporting year?

Note that Public Safety Canada is only accepting revised reports at this time. The previous version will be deleted and users will be unable to recover the previously submitted version.

Yes ○

*Identify the date the original report was submitted:

Month: June

Day: 14

Year

2024

Please answer this question.

***Describe the scope and changes made to the original submission including the sections of the original report that were revised or any changes made to responses in the questionnaire (1500 character limit).**

No changes - this is our initial filing\report

Characters remaining: 1454

Powered by Qualtrics

Protected by reCAPTCHA: Privacy & Terms

Government of Canada / Gouvernement du Canada

English

Business number(s) (if applicable):

871168761

Characters remaining: 991

*Is this a joint report?

- Yes ○
- No ☑

Government of Canada | Gouvernement du Canada

English

***Is the entity also subject to reporting requirements under supply chain legislation in another jurisdiction?**

- [ ] Yes
- [x] No

Powered by Qualtrics

Protected by reCAPTCHA: Privacy & Terms

Government of Canada | Gouvernement du Canada

English

***Which of the following categorizations applies to the entity? Select all that apply.**

- [ ] Listed on a stock exchange in Canada

Canadian business presence (select all that apply):

- [x] Has a place of business in Canada
- [x] Does business in Canada
- [x] Has assets in Canada

Meets size-related thresholds (select all that apply):

- [x] Has at least $20 million in assets for at least one of its two most recent financial years
- [x] Has generated at least $40 million in revenue for at least one of its two most recent financial years

Employs an average of at least 250 employees for at least one of its two most recent financial years ☐

Powered by Qualtrics

Protected by reCAPTCHA: Privacy & Terms

Government of Canada | Gouvernement du Canada

English

***Which of the following sectors or industries does the entity operate in? Select all that apply.**

- [ ] Agriculture, forestry, fishing and hunting
- [ ] Mining, quarrying, and oil and gas extraction
- [ ] Utilities
- [ ] Construction
- [x] Manufacturing
- [ ] Wholesale trade
- [ ] Retail trade

- [ ] Transportation and warehousing
- [ ] Information and cultural industries
- [ ] Finance and insurance
- [ ] Real estate and rental and leasing
- [ ] Professional, scientific and technical services
- [ ] Management of companies and enterprises
- [ ] Administrative and support, waste management and remediation services
- [ ] Educational services
- [ ] Health care and social assistance
- [ ] Arts, entertainment and recreation
- [ ] Accommodation and food services
- [ ] Other services (except public administration)

Public administration ☐

Other, please specify: ☐

Powered by Qualtrics

Protected by reCAPTCHA: Privacy & Terms

Government of Canada | Gouvernement du Canada

English

***In which country is the entity headquartered or principally located?**

Canada

***In which province or territory is the entity is headquartered or principally located?**

British Columbia

Government of Canada | Gouvernement du Canada

English

Annual Report

***What steps has the entity 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 in Canada or elsewhere by the entity or of goods imported into Canada by the entity? Select all that apply.**

- [ ] Mapping activities
- [ ] Mapping supply chains
- [ ] Conducting an internal assessment of risks of forced labour and/or child labour in the organization's activities and supply chains
- [ ] Contracting an external assessment of risks of forced labour and/or child labour in the organization's activities and supply chains
- [ ] Developing and implementing an action plan for addressing forced labour and/or child labour

- [ ] Gathering information on worker recruitment and maintaining internal controls to ensure that all workers are recruited voluntarily
- [ ] Addressing practices in the organization's activities and supply chains that increase the risk of forced labour and/or child labour
- [x] Developing and implementing due diligence policies and processes for identifying, addressing and prohibiting the use of forced labour and/or child labour in the organization's activities and supply chains
- [ ] Carrying out a prioritization exercise to focus due diligence efforts on the most severe risks of forced and child labour
- [x] Requiring suppliers to have in place policies and procedures for identifying and prohibiting the use of forced labour and/or child labour in their activities and supply chains
- [ ] Developing and implementing child protection policies and processes
- [ ] Developing and implementing anti-forced labour and/or -child labour contractual clauses
- [ ] Developing and implementing anti-forced labour and/or -child labour standards, codes of conduct and/or compliance checklists
- [ ] Auditing suppliers
- [x] Monitoring suppliers
- [ ] Enacting measures to provide for, or cooperate in, remediation of forced labour and/or child labour
- [ ] Developing and implementing grievance mechanisms

- [x] Developing and implementing training and awareness materials on forced labour and/or child labour
- [ ] Developing and implementing procedures to track performance in addressing forced labour and/or child labour
- [x] Engaging with supply chain partners on the issue of addressing forced labour and/or child labour
- [ ] Engaging with civil society groups, experts and other stakeholders on the issue of addressing forced labour and/or child labour
- [ ] Engaging directly with workers and families potentially affected by forced labour and/or child labour to assess and address risks
- [ ] Information not available for this reporting period
- [ ] Other, please specify:

Government of Canada | Gouvernement du Canada

English

Please provide additional information describing the steps taken (if applicable) (1500 character limit).

We have a corporate policy indoctrination process that we comply with.

Characters remaining: 1430

Powered by Qualtrics

Protected by reCAPTCHA: Privacy & Terms

Government of Canada | Gouvernement du Canada

English

*Which of the following accurately describes the entity's structure?

- [x] Corporation
- [ ] Trust
- [ ] Partnership
- [ ] Other unincorporated organization

*Which of the following accurately describes the entity's activities? Select all that apply.

Producing goods (including manufacturing, extracting, growing and processing)

- [x] in Canada
- [ ] outside Canada

Selling goods

- [x] in Canada
- [x] outside Canada

Distributing goods

- [ ] in Canada
- [ ] outside Canada

- [x] Importing into Canada goods produced outside Canada
- [ ] Controlling an entity engaged in producing goods in Canada or outside Canada, or importing into Canada goods produced outside Canada

Powered by Qualtrics

Protected by reCAPTCHA: Privacy & Terms

Government of Canada | Gouvernement du Canada

English

***Has the organization identified parts of its activities and supply chains that carry a risk of forced labour or child labour being used?**

- [ ] Yes, we have identified risks to the best of our knowledge and will continue to strive to identify emerging risks.
- [x] Yes, we have started the process of identifying risks, but there are still gaps in our assessments.
- [ ] No, we have not started the process of identifying risks.

Please provide additional information on the organization's structure, activities and supply chains (1500 character limit).

We are a wholly owned subsidiary of a multi-national corporation that manufactures quality gas, pellet, wood and electric stoves. We predominately source our raw material and components from North American suppliers. Some components are sourced from China.

Characters remaining: 1244

Powered by Qualtrics

Protected by reCAPTCHA: Privacy & Terms

Government of Canada | Gouvernement du Canada

English

***Does the organization currently have policies and due diligence processes in place related to forced labour and/or child labour?**

- [x] Yes
- [ ] No

***If yes, which of the following elements of the due diligence process has the organization implemented in relation to forced labour and/or child labour? Select all that apply.**

- [x] Embedding responsible business conduct into policies and management systems

Identifying and assessing adverse impacts in operations, supply chains and business relationships	☑
Ceasing, preventing or mitigating adverse impacts	☑
Tracking implementation and results	☑
Communicating how impacts are addressed	☑
Providing for or cooperating in remediation when appropriate	☑

Please provide additional information on the organization's policies and due diligence processes in relation to forced labour and child labour (if applicable) (1500 character limit).

Powered by Qualtrics

English

***If yes, has the organization identified forced labour or child labour risks related to any of the following aspects of its activities and supply chains? Select all that apply.**

- [ ] The sector or industry it operates in
- [ ] The types of products it produces, sells, distributes or imports
- [ ] The locations of its activities, operations or factories
- [ ] The types of products it sources
- [ ] The raw materials or commodities used in its supply chains
- [ ] Tier one (direct) suppliers

- [ ] Tier two suppliers
- [ ] Tier three suppliers
- [ ] Suppliers further down the supply chain than tier three
- [ ] The use of outsourced, contracted or subcontracted labour
- [ ] The use of migrant labour
- [ ] The use of forced labour
- [ ] The use of child labour
- [x] None of the above
- [ ] Other, please specify:

Government of Canada | Gouvernement du Canada

English

***Has the organization identified forced labour or child labour risks in its activities and supply chains related to any of the following sectors and industries? Select all that apply.**

- [ ] Agriculture, forestry, fishing and hunting
- [ ] Mining, quarrying, and oil and gas extraction
- [ ] Utilities
- [ ] Construction
- [ ] Manufacturing
- [ ] Wholesale trade

- [ ] Retail trade
- [ ] Transportation and warehousing
- [ ] Information and cultural industries
- [ ] Finance and insurance
- [ ] Real estate and rental and leasing
- [ ] Professional, scientific and technical services
- [ ] Management of companies and enterprises
- [ ] Administrative and support, waste management and remediation services
- [ ] Educational services
- [ ] Health care and social assistance
- [ ] Arts, entertainment and recreation
- [ ] Accommodation and food services

- [ ] Other services (except public administration)
- [ ] Public administration
- [x] None of the above
- [ ] Other, please specify:

Government of Canada | Gouvernement du Canada

English

***Has the organization taken any measures to remediate any forced labour or child labour in its activities and supply chains?**

- Yes, we have taken remediation measures and will continue to identify and address any gaps in our response. ○
- Yes, we have taken some remediation measures, but there are gaps in our response that still need to be addressed. ○
- No, we have not taken any remediation measures. ○
- Not applicable, we have not identified any forced labour or child labour in our activities and supply chains. ✓

Government of Canada | Gouvernement du Canada

English

***Has the organization 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 labour or child labour in its activities and supply chains?**

- Yes, we have taken substantial remediation measures and will continue to identify and address any gaps in our response. ○
- Yes, we have taken some remediation measures, but there are gaps in our response that still need to be addressed. ○
- No, we have not taken any remediation measures. ○
- Not applicable, we have 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. ✓

Government of Canada / Gouvernement du Canada

English

***Does the organization currently provide training to employees on forced labour and/or child labour?**

- [x] Yes
- [ ] No

***If yes, is the training mandatory?**

- [x] Yes, the training is mandatory for all employees.
- [ ] Yes, the training is mandatory for employees making contracting or purchasing decisions.
- [ ] Yes, the training is mandatory for some employees.

Government of Canada | Gouvernement du Canada

English

***Does the organization 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?**

- [x] Yes
- [ ] No

***If yes, what method does the organization use to assess its effectiveness? Select all that apply.**

- [x] Setting up a regular review or audit of the organization's policies and procedures related to forced labour and child labour

- [ ] Tracking relevant performance indicators, such as levels of employee awareness, numbers of cases reported and solved through grievance mechanisms and numbers of contracts with anti-forced labour and -child labour clauses
- [ ] Partnering with an external organization to conduct an independent review or audit of the organization's actions
- [ ] Working with suppliers to measure the effectiveness of their actions to address forced labour and child labour, including by tracking relevant performance indicators
- [ ] Other, please specify: