



Parole Board
of Canada

Commission des libérations
conditionnelles du Canada

Forced Labour in Canadian Supply Chains - Annual Report 2023-24



ISSN: 2818-3363

Catalogue: PS91-20E-PDF

Unless otherwise specified, you may not reproduce materials in this publication, in whole or in part, for the purposes of commercial redistribution without prior written permission from the Parole Board of Canada (PBC) copyright administrator. To obtain permission to reproduce Government of Canada materials for commercial purposes, apply for Crown Copyright Clearance by contacting:

The Parole Board of Canada
410 Laurier avenue W
Ottawa, Ontario
K1A 0R1
Procurement@pbc-clcc.gc.ca

© His Majesty the King in Right of Canada, as represented by the Minister of Public Safety.

Table of Contents

PART 1 - IDENTIFYING INFORMATION..... 1
PART 2 - REPORT CONTENTS 1



Part I - Identifying Information

Identifying Information	
1.	This report is for which of the following? <ul style="list-style-type: none"> • Government institution
2.	Legal name of reporting entity or government institution <ul style="list-style-type: none"> • Parole Board of Canada (PBC)
3.	Financial reporting year <ul style="list-style-type: none"> • 2023-24
4.	Is this a revised version of a report already submitted this reporting year? <ul style="list-style-type: none"> • No
5.	For government institutions only: Is this a report for a federal Crown corporation or a subsidiary of a federal Crown corporation? <ul style="list-style-type: none"> • No

Part 2 - Report Contents

Annual Report	
1.	What steps has the government institution 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? <ul style="list-style-type: none"> • Conducting an internal assessment of risks of forced labour and/or child labour in the organization's activities and supply chains. • Conducting 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. • Addressing practices in the organization's activities and supply chains that increase the risk of forced labour and/or child labour. • Carrying out a prioritization exercise to focus due diligence efforts on the most severe risks of forced and child labour. • Monitoring suppliers.
2.	Please provide additional information describing the steps taken. The PBC purchases 82% of goods on the Standing Offer or Supply Arrangement (SOSA) using the SOSA application. By purchasing from suppliers that have a current agreement and are in good standing with the government, the risk of forced labour and/or child labour from the PBC's standpoint would be extremely low to none as this exercise would have already been completed by the SOSA holders. We assess internally when extracting reports what the percentage of Standing offer/Supply

	<p>arrangement contracts are and address the purchases made outside of this to ensure they are a legitimate business with a valid Business Number and current address with contact information. These practices are consistently used throughout procurement officers. Acquisition card holders in our organization are limited to Standing Offers only under \$10K to limit exposure. We also make purchases using the same guidelines for our external client departments. Our action plan continues to be diligent with verifying the business information both when purchasing on standing offer or via purchase order/house contract. We have previously addressed a practice that had increased our risk of forced labour and/or child labour which was purchasing from online sources that have not been verified (for example: Amazon, websites without valid business information available, items shipped from various sources/countries). In this case, we have advised PBC employees to only use these sources when absolutely necessary, such as an item not being available via standing offer or supply arrangement nor via suppliers we have purchased from in the past.</p>
3.	<p>Which of the following accurately describes the government institution's activities?</p> <ul style="list-style-type: none"> • Purchasing goods <ul style="list-style-type: none"> ○ in Canada ○ outside Canada
4.	<p>Please provide additional information on the government institution's structure, activities and supply chains.</p> <ul style="list-style-type: none"> • Not applicable
5.	<p>Does the government institution currently have policies and due diligence processes in place related to forced labour and/or child labour?</p> <ul style="list-style-type: none"> • Yes
5.1	<p>If yes, which of the following elements of the due diligence process has the government institution implemented in relation to forced labour and/or child labour?</p> <ul style="list-style-type: none"> • Embedding responsible business conduct into policies and management systems
6.	<p>Please provide additional information on the government institution's policies and due diligence processes in relation to forced labour and child labour.</p> <p>The PBC, as part of the criminal justice system, contributes to the protection of society by facilitating, as appropriate, the timely reintegration of offenders and the sustained rehabilitation of individuals into society as law-abiding citizens. The PBC does not contract for goods to manufacture or distribute to private citizens and only purchases COTS goods.</p>
7.	<p>Has the government institution identified parts of its activities and supply chains that carry a risk of forced labour or child labour being used? (Required)</p> <ul style="list-style-type: none"> • Yes, we have identified the risks are extremely low to the best of our ability and will continue to strive to identify risks as they may occur.
7.1	<p>If yes, has the government institution identified forced labour or child labour risks related to any of the following aspects of its activities and supply chains?</p> <ul style="list-style-type: none"> • None of the above

8.	<p>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?</p> <ul style="list-style-type: none"> • None of the above
9.	<p>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.</p> <ul style="list-style-type: none"> • Not applicable
10.	<p>Has the government institution taken any measures to remediate any forced labour or child labour in its activities and supply chains?</p> <ul style="list-style-type: none"> • Not applicable, we have not identified any forced labour or child labour in our activities and supply chains.
10.1	<p>If yes, which remediation measures has the government institution taken? Select all that apply.</p> <ul style="list-style-type: none"> • Not applicable
11.	<p>Please provide additional information on any measures the government institution has taken to remediate any forced labour or child labour.</p> <ul style="list-style-type: none"> • Not applicable
12.	<p>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 labour or child labour in its activities and supply chains?</p> <ul style="list-style-type: none"> • 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.
13.	<p>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.</p> <ul style="list-style-type: none"> • Not applicable

14.	<p>Does the government institution currently provide training to employees on forced labour and/or child labour?</p> <ul style="list-style-type: none"> • No
14.1	<p>If yes, is the training mandatory?</p> <ul style="list-style-type: none"> • Not applicable
15.	<p>Please provide additional information on the training the government institution provides to employees on forced labour and child labour.</p> <ul style="list-style-type: none"> • Not applicable
16.	<p>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?</p> <ul style="list-style-type: none"> • No
16.1	<p>If yes, what method does the government institution use to assess its effectiveness?</p> <ul style="list-style-type: none"> • Not applicable
17.	<p>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.</p> <ul style="list-style-type: none"> • Not applicable