

Modern Slavery Report 2023

PLANVIEW UTILITY SERVICES LIMITED



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 Planview Utility Services Limited (**Planview USL**) A French version of this Report may be requested from Planview Utility Services Limited by emailing info@planview.ca.

1. Introduction

Forced labour and child labour, each as defined in the *Act*, are crimes and serious violations of human rights. Planview USL 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 Planview USL.

2. Planview USL's Business

Planview USL is a company headquartered in Markham, Ontario, Canada providing an integrated approach to managing utility infrastructure through design and engineering, GIS services, survey and inspections, sub-service utility engineering (SUE) and damage prevention applications. Planview USL's supply chain includes businesses that supply goods and services to the organization, including:

- Hats, cups, shirts
- Laptops, computer hardware, Microsoft Office software
- Survey Equipment and software subscriptions for survey equipment
- Cellular phones
- Office Supplies
- Safety Equipment: Traffic cones, personal protective equipment, first aid supplies
- Software systems
- Light trucks and vans

In total, goods and services are procured from approximately twelve suppliers and contractors. The suppliers include businesses that provide goods to Planview USL.

Further information about the business can be found on the website <https://planview.ca/>.

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

Planview USL 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

Planview USL'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 Planview USL's Risk

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

5. Planview USL'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 Planview USL to report actual or possible misconduct. Planview USL also undertakes diligence efforts to ensure that the risk of forced labour and child labour is mitigated in its business. In the event that Planview USL discovers any forced labour or child labour in its business and supply chains, Planview USL 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, Planview USL personnel at all levels are required to complete a mandatory review process of the Code of Conduct. Every new employee of Planview USL must complete mandatory training on Planview USL's brand behaviours and expectations, including Planview USL's Code of Conduct, including Whistleblower reporting. Planview USL provides employees with periodic training to ensure that all employees have current knowledge of Code of Conduct requirements.

6. Planview USL's Progress and Effectiveness

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

Planview USL 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 Planview USL'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://planview.ca/>.

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 Planview USL. 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 Planview Utility Services Limited