SOUTHWEST HORIZON
SCHOOL DIVISION

Fighting Against Forced Labour and Child Labour in Canadian Supply Chains:

Southwest Horizon School Division Annual Report

June 30, 2024

In accordance with Section 11 of the Fighting Against Labour and Child Labour in Supply Chains Act (Bill S211), the Southwest Horizon School Division must prepare an annual report detailing the steps taken to prevent and reduce the risk of forced labour or child labour in the production of goods, whether in Canada or abroad, and in goods imported into Canada by the Division.

The protection of individual human rights and a commitment to diversity, equity, inclusion, and accessibility are central to the Division's 2022-2026 Strategic Plan. Recognizing that forced labour and child labour are significant global human rights issues, we are dedicated to assessing and mitigating the risks of these exploitative practices within our supply chain.

As an educational authority, we acknowledge our responsibility to enhance public understanding of the risks associated with forced labour and child labour. This includes educating the Southwest Horizon School Division community about these exploitative practices.

We understand that the risks of forced labour and child labour are real and that addressing these risks requires a collaborative approach with our suppliers, workforce, and other external stakeholders.

Structure

Established in 2002, Southwest Horizon is a rural school division located in Southwestern Manitoba. The geographical size of the division is approximately 6,500 square kilometers.

The Division operates 12 schools and educates approximately 1,484 students. The 12 schools include 5 schools located in Hutterian Colonies.

The Board of Trustees has a strong commitment to small schools and to seeking innovative means of delivering quality programming to students in a rural environment.

Southwest Horizon School Division operates under a dual track administrative structure where the Superintendent is primarily responsible for all functions related directly to the education of students, including staffing, curriculum, professional development of staff, and special education, and the Secretary-Treasurer is responsible for fiscal management, transportation, and maintenance (operations). The Superintendent and Secretary-Treasurer work together as a team in setting divisional goals, setting the budget, advising the Board, carrying out the Board's direction and leading the school division.

Supply Chain Activities and Identified Risk

The Southwest Horizon School Division adheres to a Board approved Purchasing Procedure and federal, provincial, and municipal trade agreements. The Division purchases products for use in its schools and administration buildings from both Canadian and U.S. suppliers and the Division does not manufacture or distribute goods for resale.

The Division's operating expenditure budget for 2023/24 totaled $25,793,700, with $4,182,939 spent on the purchase of goods and services. We have estimated that less than approximately 1.0% of what was spent on goods and supplies were to vendors outside of Canada.

While the Division recognizes there is a risk of forced labour and child labour across our supply chains, our sourcing is overwhelming from Canadian vendors or from countries where the risk of forced labour and child labour is low. However, we acknowledge that there is a lack of visibility to the extent of these risks in secondary and deeper supply chains.

Policies and Due Diligence

The Southwest Horizon School Division affirms the underlying principle of human rights, namely the recognition of the individual worth and dignity of every person. The Division upholds its responsibility to provide a learning environment and a workplace free of discrimination and harassment, as prescribed by the Canadian Charter of Rights and Freedoms and the Manitoba Human Rights Code. Divisional policies and procedures reaffirming these principles include:

- Board Policy #13 – Diversity, Equity, and Inclusion
- Board Policy #14 – Safe and Respectful Schools
- Administrative Procedure #3-08 Respect for Human Diversity
- Administrative Procedure #6-06 Freedom from Harassment, Violence and Abuse
- Administrative Procedure #6-17 Whistleblower
- Administrative Procedure #7-03 Purchasing Procedure

As of June 30, 2024, the Southwest Horizon School Division had not adopted any policies or review processes in specific relation to forced labour and child labour in their activities or supply chains.

Assessing Forced Labour and Child Labour in our Supply Chains

Southwest Horizon School Division's greatest exposure to forced labour and child labour lies with our suppliers, particularly when procuring goods from higher-risk geographies and sectors. We acknowledge the potential risks within our extended supply chain and the complexities and challenges involved in ensuring compliance with modern slavery regulations.

As of June 30, 2024, the Southwest Horizon School Division had not reviewed activities or supply chains to assess and manage the risk of forced labour and child labour in their activities or supply chains.

Remediation Measures

As of June 30, 2024, the Southwest Horizon School Division did not identify activities at risk in relation to forced labour and child labour in activities or supply chains. Therefore, no risk assessment or remediation measures were implemented in relation to forced labour and child labour in activities or supply chains in the 2023-2024 fiscal year.

Training and Capacity Building

As of June 30, 2024, the Southwest Horizon School Division did not provide any training to employees in relation to forced labour and child labour in activities or supply chains.

Monitoring Effectiveness

As of June 30, 2024, the Southwest Horizon School Division had not developed any assessment criteria in relation to forced labour and child labour in activities or supply chains.

Action Plan

Identifying and eliminating forced labour and child labour in the global supply chain is a complex social, economic, and governance issue that can only be resolved through partnerships and collaboration across industry, suppliers, and government.

Southwest Horizon School Division will:

- Raise the awareness among staff regarding forced labour and child labour and measures that we can take to reduce risk of procuring supplies in high-risk geographical areas and product categories.
- Update Divisional administrative procedures to specifically reference our commitment to anti-forced labour and anti-child labour practices.

Approval and Attestation

In accordance with the requirements of the Act, and in particular, Section 11, I attest that I have reviewed the information contained in the report for the entity listed above. Based on my knowledge, I attest that the information in the report is true, accurate and complete in all material aspects for the purpose of the Act, for the reporting period listed above.

Authorized Signing Officers of the Southwest Horizon School Division:

Janice McDonald

Name: Janice McDonald
Title: Board Chair

October 23, 2024
Date

Name: Kevin Zabowski
Title: Secretary-Treasurer

October 23, 2024
Date