REPORTING BILL S-211

Lakeland College

March 31, 2023 - March 31, 2024

I. Identifying Information

1. Entity Reporting

   Lakeland College

2. Entity Legal Name

   The Board of Governors of Lakeland College

3. Financial reporting year

   March 31, 2023 - March 31, 2024

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

   No

5. Business number/Charity number

   119002731

6. Is this a joint report?

   No

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

   No

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

   Canadian business presence (select all that apply):
   - Has a place of business in Canada
   - Does business in Canada
   - Has assets in Canada

   Meets size-related thresholds (select all that apply):
   - Has at least $20 million in assets for at least one of its two most recent financial years.
   - 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.

9. Which of the following sectors or industries does the entity operate in?

   Educational Services

10. In which country is the entity headquartered or principally located?

Canada

10.1 Principally located:

Alberta

11. For government institutions only: *Is this a report for a federal Crown corporation or a subsidiary of a federal Crown corporation? (Required)

n/a

II. Annual Report - Reporting for Entities

1. 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.

- Conducting an internal assessment of risks of forced labour in the organization's activities and supply chains.
- 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.

2. Please provide additional information describing the steps taken (if applicable).

n/a

3. Entity's structure

Other unincorporated organization - post-secondary institution/registered charity

4. Entities Activities? Select all that apply

Producing goods (including manufacturing, extracting, growing and processing)
- in Canada (minor and incidental to entity operations)

Selling goods
- in Canada (minor and incidental to entity operations)

Importing into Canada goods produced outside Canada (minor and incidental to entity operations).

5. **Additional information on the entity's structure, activities and supply chains**
   Lakeland College is a public post-secondary institution located in Alberta, Canada with 2 main campuses: one located in Vermilion and the other in Lloydminster. The College is incorporated under a provincial Order in Council and is a registered charity. It offers high-quality academic programs and is renowned for its leadership in student-managed learning experiences and innovation. Students benefit from practical experiences through practicums, work placements, co-ops, and on-campus student-managed enterprises.

   The College's primary focus is on delivering education, research services, ancillary services, and support services for the College community. Occasionally, the College imports goods from outside Canada to support its educational activities. As part of its student-managed farm, small quantities of farm goods are produced and sold. Additionally, the College sells books and student merchandise at the campus bookstore.

   The production, purchasing, and importing of goods are not primary activities of the College but are incidental to supporting our educational mandate.

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

   Yes (in process).

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

   - Embedding responsible business conduct into policies and management systems (in process)
   - Identifying and assessing adverse impacts in operations, supply chains and business relationships.

7. **Please provide additional information on the entity's policies and due diligence processes in relation to forced labour and child labour.**

   The College adheres to Canadian and international standards for human rights protection, including endorsement of the Convention on the Rights of the Child and the Forced Labour Convention.

   We have established a Code of Conduct and a public interest disclosure policy. Currently, the College is reviewing its policies and procedures to incorporate necessary enhancements aimed at preventing forced labor and child labor more effectively. This review includes implementing a comprehensive training plan.

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

   Yes, we have started the process of identifying risks, but there are still gaps in our assessments.

8.1 If yes, has the entity 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 types of products it produces, purchases or distributes
- The types of products it sources
- Tier one (direct) suppliers

9. Has the entity 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.

None of the above

10. Please provide additional information on the parts of the entity's activities and supply chains that carry a risk of forced labour or child labour being used, as well as the steps that the entity has taken to assess and manage that risk.

The College did not identify significant purchases from suppliers or materials produced in countries believed to employ child labor or forced labor, based on information published by the Bureau of International Labor Affairs.

11. Has the entity taken any measures to remediate any forced labour or child labour in its activities and supply chains?

Not applicable, we have not identified any forced labour or child labour in our activities and supply chains.

12. Please provide additional information on any measures the entity has taken to remediate any forced labour or child labour).

Not applicable.

13. Has the entity 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?

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.

14. Please provide additional information on any measures the entity 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

Not applicable.

15. Does the entity currently provide training to employees on forced labour and/or child labour?

No. *Please note:* Training is provided to ensure employees are aware of the requirement to use a customs broker, adhere to the ethical code of conduct, and follow the required procurement process.

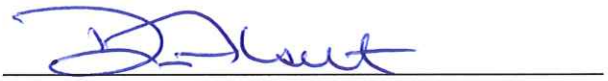
16. Please provide additional information on the training the entity provides to employees on forced labour and child labour.

    Not applicable.

17. Does the entity 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?

    No. *Please note:* This is a new initiative. The College is currently reviewing existing policies and procedures and will incorporate processes to assess our effectiveness in ensuring that forced labor and child labor are not present in our activities and supply chain within College operations.

Signature



Dean Fahselt
Vice Chair, Lakeland College Board of Governors

SEPTEMBER 25 /2024
Date