



UNIVERSITY OF
SASKATCHEWAN

Forced Labor in Canadian Supply Chains

FISCAL REPORTING PERIOD:

MAY 1, 2023 – APRIL 30, 2024



IDENTIFYING INFORMATION

1. *This report is for which of the following? (Required)

- Entity

2. *Legal name of reporting entity or government institution (Required)

- University of Saskatchewan

3. *Financial reporting year (Required)

- May 1 2023 – April 30 2024

4. *Is this a revised version of a report already submitted this reporting year? (Required)

- No

4.1 *If yes, identify the date the original report was submitted. (Required)

- N/A

4.2 *Describe the changes made to the original report, including by listing the questions or sections that were revised (1,500 character limit). (Required)

- N/A

5. For entities only: Business number(s) (if applicable):

- 11927 9313RT0001

6. For entities only: *Is this a joint report? (Required)

- No

6.1 *If yes, identify the legal name of each entity covered by this report. (Required)

- N/A

6.2 Identify the business number(s) of each entity covered by this report (if applicable).

- N/A

7. For entities only: *Is the entity also subject to reporting requirements under supply chain legislation in another jurisdiction? (Required)

- No

7.1 *If yes, indicate the applicable law(s). Select all that apply. (Required)

- N/A

8. For entities only: *Which of the following categorizations applies to the entity? Select all that apply. (Required)

- 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. For entities only: *Which of the following sectors or industries does the entity operate in? Select all that apply. (Required)

- 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
- Other, please specify:

10. For entities only: *In which country is the entity headquartered or principally located? (Required)

- Canada

10.1 If in Canada: *In which province or territory is the entity headquartered or principally located? (Required)

- Saskatchewan

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

11.1 *If yes, which of the following sectors or industries does the Crown corporation or subsidiary operate in? Select all that apply. (Required)

- N/A

11.2 *If yes, in which province or territory is the Crown corporation or subsidiary headquartered or principally located? (Required)

- N/A

ANNUAL REPORT

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. (Required)

- Information not available for this reporting period

2. Please provide additional information describing the steps taken (if applicable) (1,500 character limit).

- USask does not knowingly use forced/child labour in any of our activities.

3. *Which of the following accurately describes the entity's structure? (Required)

- Corporation

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

- Producing goods (including manufacturing, extracting, growing and processing)
 - in Canada
- Selling goods
 - in Canada
 - outside Canada
- Distributing goods
 - in Canada
 - outside Canada
- 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

5. Please provide additional information on the entity's structure, activities and supply chains (1,500 character limit).

The University of Saskatchewan is a legal corporation, incorporated by Act of Legislature of the Province of Saskatchewan, located in Saskatoon, Saskatchewan.

- Over 26,000 students in 13 colleges, 3 graduate schools, and ancillary programs this academic year (2022/2023) (<https://www.usask.ca/colleges.php>).
- 6,435 employees including both administrative and academic staff.
 - Canadian Employees: 6,435
 - International Employees: 0
 - USask has no active employees that are currently working outside of Canada

USask's organization structure [can be found on the Governance Office website](#).

In accordance with [The University of Saskatchewan Act, 1995](#), our university:

- provides for a tricameral governance structure: Senate, Board, and Council
- provides for an administration led by a President, Vice Presidents, Deans and Department Heads

Many of USask's HR and Finance functions have been centralized using a shared services model which includes:

- Centres of Excellence, accountable for service strategy, policy, and operating models
- ConnectionPoint, a transaction processing center
- Professional advisors (Strategic Business Advisors, or SBAs) providing HR and Finance support to nearly all units across campus.

Procurement consists of a distributed network of procurement activities throughout the colleges and units with some centre-of-excellence led activities.

The centre-of-excellence (Enterprise Procurement) reports to the Associate Vice-President, Services within the Administration portfolio (Vice-President, Administration and Chief Operating Officer). Enterprise Procurement supports:

- Strategic sourcing;
- preferred suppliers;
- supplier relationship management;
- contract management;
- procurement resources

The Organizational Mandate consists of a Mission, Vision, and Values statement, [which can be reviewed here](#).

USask is a member and/or partner of the following organizations:

- Canadian Association of University Business Officers (CAUBO)
- City of Saskatoon <https://leadership.usask.ca/initiatives/saskatoon-mou.php>
- Saskatchewan Polytechnic
- U15 Group of Canadian Research Universities
- Saskatchewan Indian Institute of Technologies (SIIT)
- Saskatchewan Food Industry Development Centre Inc.

The University participates in the operations of a variety of special purpose corporations via direct ownership or membership. A subsidiary is a registered corporation with the University as the only member or shareholder. A related entity is a registered corporation with the University as one of two or more members or shareholders:

- Agrivita Canada Inc. - Box 23, 104 Clinic Place, Saskatoon SK, S7N 2Z4
- Canadian Light Source Inc. - 44 Innovation Boulevard, Saskatoon, SK S7N 2V3
- Prairie Diagnostics Services (PDS) - 52 Campus Dr, Saskatoon, SK. S7N 5B4
- Prairie Swine Centre Inc. - Box 21057, 2105 - 8th St. E. Saskatoon, Sask. S7H 5N9
- Sylvia Fedoruk Canadian Centre for Nuclear Innovation - 303-111 Research Drive Saskatoon, SK, S7N 3R2.
- 621602 Saskatchewan Ltd. - Saskatoon, SK S7N 5C4

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

- No

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. (Required)

- N/A

7. Please provide additional information on the entity's policies and due diligence processes in relation to forced labour and child labour (if applicable) (1,500 character limit).

All University staff and persons acting on behalf of the university share in the overall responsibility for the sound stewardship of university financial resources; each holds responsibility to be aware of, and to comply with related university policies, control procedures and practices.

The following policies support monetary decision making across USask:

- [Financial Authority Policy](#)
- [Procurement Policy](#)

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

- No, we have not started the process of identifying risks.

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. (Required)

- N/A

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. (Required)

- 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
- ✓ 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 (if applicable) (1,500 character limit).

- Not applicable. We have not identified parts of the supply chain that carry risk of forced/child labour and have not taken steps to assess or manage the risk.

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

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

11.1 *If yes, which remediation measures has the entity taken? Select all that apply. (Required)

- N/A

12. Please provide additional information on any measures the entity has taken to remediate any forced labour or child labour (if applicable) (1,500 character limit).

- Not applicable. We have not taken measures to remediate any identified forced labour or child labour in our activities and supply chains.

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? (Required)

- 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 (if applicable) (1,500 character limit).

- N/A

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

- No

15.1 *If yes, is the training mandatory? (Required)

- N/A

16. Please provide additional information on the training the entity provides to employees on forced labour and child labour (if applicable). (1,500 character limit).

- Not applicable. We do not currently provide training to employees on forced/child labour.

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? (Required)

- No

17.1 *If yes, what method does the entity use to assess its effectiveness? Select all that apply. (Required)

- N/A

18. Please provide additional information on how the entity assesses its effectiveness in ensuring that forced labour and child labour are not being used in its activities and supply chains (if applicable). (1,500 character limit).

- Not applicable. We do not currently assess effectiveness in ensuring that forced/child labour are not being used in our supply chains.

APPROVAL AND ATTESTATION

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 above.

| | |
|--|--|
| FULL NAME Greg Fowler | TITLE Vice President, Administration |
| DATE May 29 th 2024 | SIGNATURE |

I have the authority to bind the University of Saskatchewan.