

<b>POLICY</b>	<b>Manual:</b> Administrative	<b>Section:</b> Admin	<b>Code No.:</b> A S009	<b>Old Code No.:</b>
<b>Title:</b> Supply Chain Code of Ethics			<b>Original Effective Date:</b> Apr 15, 2010	
			<b>Review/Revised Effective Date:</b> Feb 19, 2016	
			<b>Next Review Date:</b> Apr 01, 2019	
<b>Cross Index:</b> <a href="#">A C075</a>	<b>Authoring Committee/Program/Dept:</b> Materials Management		<b>Approved By:</b> AMC	

Southlake Regional Health Centre ensures an ethical, professional and accountable Broader Public Sector (BPS) supply chain in accordance with the standards outlined in this policy.

**I. Personal Integrity and Professionalism**

All individuals involved with purchasing or other supply chain-related activities must act, and be seen to act, with integrity and professionalism. Honesty, care and due diligence must be integral to all supply chain activities within and between BPS organizations, suppliers and other stakeholders. Respect must be demonstrated for each other and for the environment. Confidential information must be safeguarded. All participants must not engage in any activity that may create, or appear to create, a conflict of interest, such as accepting gifts or favours, providing preferential treatment, or publicly endorsing suppliers or products.

**II. Accountability and Transparency**

Supply chain activities must be open and accountable. In particular, contracting and purchasing activities must be fair, transparent and conducted with a view to obtaining the best value for public money. All participants must ensure that public sector resources are used in a responsible, efficient and effective manner.

**III. Compliance and Continuous Improvement**

All individuals involved in purchasing or other supply chain-related activities must comply with this Code of Ethics and the laws of Canada and Ontario. All individuals should continuously work to improve supply chain policies and procedures, to improve their supply chain knowledge and skill levels, and to share leading practices<sup>1</sup>.

**IV. Application**

This Code of Ethics is posted on Southlake's intranet and external website, so that it is visible to all staff, customers, suppliers, advisors and other stakeholders involved with supply chain activities. Any breach of this policy is subject to an appropriate disciplinary action, up to and

including termination.

**References:**

<sup>1</sup>Supply Chain Management Association of Canada, Ontario Public Buyers Association, Plexxus, Toronto District School Board and COHPA Code of Ethics

Broader Public Sector Procurement Directive Implementation Guidebook, April 2011 (issued by the Ministry of Finance)