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## PROCUREMENT

To maximize value for money in the acquisition of goods and services through a process that is open, fair and transparent, the organization complies with the mandatory requirements set forth in the Broader Public Sector (BPS) Procurement Directive. Goods and services are acquired through a process that is open, fair and transparent and looks to optimize quality and cost. [https://www.doingbusiness.mgs.gov.on.ca/mbs/psb/psb.nsf/Attachments/001-BPS\\_Procurement\\_Directive/\\$FILE/BPS\\_Procurement\\_Directive.pdf](https://www.doingbusiness.mgs.gov.on.ca/mbs/psb/psb.nsf/Attachments/001-BPS_Procurement_Directive/$FILE/BPS_Procurement_Directive.pdf)

In addition, the organization has formally adopted the Ontario Broader Public Sector Supply Chain Code of Ethics.

All Procurement activities are coordinated through Finance department.

### Definitions

Consulting Services – The provision of expertise or strategic advice that is presented for consideration and decision-making.

Goods and Services – All goods and services including construction, consulting services and information technology.

Procurement – Acquisition by any means, including by purchase, rental, lease or conditional sale, of goods, services or construction.

### Ontario Broader Public Sector Supply Chain Code of Ethics

#### 1. *Personal Integrity and Professionalism*

Individuals involved with Supply Chain 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. 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.

#### 2. *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.

#### 3. *Compliance and Continuous Improvement*

Individuals involved with purchasing or other Supply Chain Activities must comply with this Code of Ethics and the laws of Canada and Ontario. 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.

Also see:

- [A5-11 PROCUREMENT PROCEDURE](#)
- [A5-20 PURCHASING GOODS](#)
- [A5-25 PURCHASING SERVICES](#)
- [A5-30 PURCHASING LEASES](#)

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