

SUNBEAM CENTRE ADMNISTRATIVE MANUAL	NUMBER: AD-fi-022
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PURCHASING – Supply Chain Code of Ethics	

In accordance with the Ontario Broader Public Sector (BPS) Procurement Directive Sunbeam Centre has formally adopted the Ontario BPS Supply Chain Code of Ethics in accordance with its applicable governance processes. This code does not supersede, but rather serves to supplement the Agency's Code of Ethics, in activities relating to procurement, purchasing and supply chain standards of practice.

At Sunbeam Centre this Code applies to all employees, appointees and Board members of the Organization involved with Supply Chain activities.

Supply Chain activities means all activities directly or indirectly related to the organization's planning, sourcing, procurement, moving and payment of goods and services.

This Code will be posted on the Sunbeam Centre website to be made available and visible to all Members of the Organization, as well as suppliers and other stakeholders involved in Supply Chain Activities.

Ontario BPS Supply Chain Code of Ethics

Goal: To ensure an ethical, professional and accountable BPS supply chain, the following principles are adhered to:

I 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.

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

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.

MCSS & MCYS POLICY REQUIREMENT