

**2018-2019 Annual Report**  
**Suppliers Code of Conduct Advisory Committee**  
**April 2019**

To the Board of Governors,

During the academic year 2018-2019, the committee selected the chair for the term at the October 2018 meeting. Kayla Weiler of the CSA held the position for the year.

This year, the committee focused mainly in the following areas:

- Members of the committee gave presentations to their departments to educate the broader university community on the Code in order to raise the awareness of the impact of our buying behaviors on supplier ethical conduct. The chair of the committee held an Ethical Purchasing Town Hall to educate students and workers about ethical purchasing practices and the committee.
- Formed a working group to continue work specifically on education initiatives and promoting reporting of non-compliance from the wider community.
- Added the University Centre Services as a new committee member and submitted a motion to University Centre Board to appoint a student seat to the committee.

The committee also discussed the number of meetings per year. It was recommended that the committee would meet in October, January and April, and that more meetings could be called if needed. The April meeting would replace the previous suggestion of holding a meeting in May to better line-up with the schedule of the Board of Governors. It is also recommended that the selection of chair for the committee occur at the October meeting.

The committee plan to continue to work on raising the awareness of the Code with all stakeholders of the broader community and streamline the process of dealing with supplier non-compliance. Recommendations included using the University's office of Diversity and Human Rights website to share information, having promotional materials in Hospitality locations promoting fair trade products (ex. Coffee and chocolate). A major focus of the committee during the 2018-2019 year was promotion of the committee to the wider university community and to encourage reporting of areas that the Code is needed or working well. These projects will be communicated to next year's committee to continue working on. Overall the committee during 2018-2019 had good discussions about ethical purchasing and how to continue to promote the work of the Suppliers Code of Conduct Advisory Committee.

Sincerely,

Kayla Weiler (she/her)  
Central Student Association  
Local 54 of the Canadian Federation of Students  
Chair of Suppliers Code of Conduct Advisory Committee 2018-2019