

Fighting Against Forced Labour and Child Labour in Canadian Supply Chains

University of New Brunswick
Annual Report
May 2025



Introduction

In accordance with Section 11 of the *Fighting Against Forced Labour and Child Labour in Supply Chains Act* (the "Act"), the University of New Brunswick (hereinafter referred to as "UNB" or "the University") is required to prepare an annual report on the steps the University has taken during its previous financial year to prevent and reduce the risk that forced labour or child labour is used at any step in the University's supply chain. The University's report has been prepared based on data for the financial year ending April 30, 2024.

UNB's Board of Governors approved this report as attested below on May 27, 2025.

1. Structure, Activities, and Supply Chains

UNB is a corporation incorporated under the *University of New Brunswick Act* (New Brunswick) which is a provincial statute of New Brunswick. This act outlines the governance structure, powers, and functions of the University, as well as its relationship with the provincial government. It establishes UNB as a public institution of higher education and grants it the authority to confer degrees and diplomas. It also outlines the composition and responsibilities of the University's Board of Governors and Senates, which are key governing bodies responsible for overseeing various aspects of the University's operations.

UNB's Business & Activities

UNB is Canada's oldest English-language university, and New Brunswick's only national comprehensive university. Founded in 1785, the multi-campus institution has a rich history as well as a dynamic focus on research, innovation, experiential learning and entrepreneurship.

The University welcomes more than 10,000 students from 100 countries to its campuses in Fredericton, Saint John, and Moncton. With over 100 programs in 14 faculties, the University is committed to ensuring its students acquire the skills needed to make an impact in their communities.

The University's mission is to inspire and educate its people to become problem solvers and leaders in the world, undertake research that addresses societal and scientific challenges, and engage with its partners to build a more just, sustainable and inclusive world.

The University's operating budget for the 2023-24 fiscal year was approximately \$262.7 million.

UNB's Supply Chain

For the 2023-24 fiscal year, UNB purchased and imported goods primarily from the United States (\$781k), United Kingdom (\$103k), China (\$77k), and Germany (\$69k). The total value of the goods imported was approximately \$1.27 million. UNB imported goods mainly related to research (\$894k) including chemicals, laboratory supplies and equipment.

UNB's supply chain includes a wide range of products and services spanning across various sectors including but not limited to textbooks, chemicals, clothing, laboratory supplies, laboratory equipment, IT equipment and other miscellaneous equipment.

UNB is committed to supporting local suppliers whenever possible.

2. Policies & Due Diligence Procedures

UNB procurement contracts require suppliers to adhere to all applicable laws, including federal, provincial, municipal, local, or other laws, rules, statutes, regulations, orders, codes, judgments, decrees, treaties or other requirements having the force of law.

Standard Supplier Terms & Conditions

UNB uses a set of standard terms and conditions with all purchase orders to suppliers and includes technical requirements such as providing services or products in accordance with the laws and statutes of New Brunswick including workers' compensation and employment insurance laws and all other applicable laws, codes, regulations, rules and orders. It addresses warranties and defects, indemnities, limitations on contract re-assignment, and ethical behaviour.

In fiscal 2025, the University updated its standard Terms & Conditions to require suppliers to warrant and agree that they do not and will not use forced labour or child labour in any part of their operations and supply chain.

Code of Ethical Conduct for UNB Apparel Suppliers and Subcontractors

Procurement of clothing and other apparel products is subject to UNB's [Code of Ethical Conduct for UNB Apparel Suppliers and Subcontractors](#). The Code has been in place since 2007 and stipulates that all apparel bearing the UNB name, mark, or logo is to have no child labour or forced labour involved in its production, and obligates all suppliers and subcontractors to guarantee their supply and production chain also comply with the Code (see sections 4.1.2.4 and 4.1.2.5 regarding the prohibitions on child labour and forced labour respectively).

Procurement Policy

UNB's procurement policy outlines its procurement code of ethics that ensures all authorized personnel, when dealing with suppliers, adhere to an atmosphere of fair, ethical and legal business practices.

3. Forced Labour and Child Labour Risks

UNB continues to assess the issue of potential forced labour and child labour in its supply chains and how its policies and procedures could be amended to better address and prevent forced labour and child labour in its supply chains. A listing of imported goods was obtained from the University's customs / import broker, and a review is ongoing to identify and determine potential risk areas (e.g. industry, sector, geopolitical, etc.).

Consistently with the prior year's reporting, UNB plans to implement practices and policies to identify and manage risks of forced labour and child labour in its supply chain, including:

- Drafting a Supplier Code of Conduct that explicitly addresses forced labour and child labour and requires attestation from suppliers that they have their own policies and procedures to ensure their supply chain is free from forced and child labour; and
- Completing an analysis of UNB's supply chains to identify risk areas and develop strategies to mitigate the risks.

4. Remediation Measures

UNB is not aware of any instances of forced labour or child labour in its activities and supply chains. As a result, UNB has not taken any remedial measures.

5. Remediation of Loss of Income

To date, UNB has not become aware of any loss of income to vulnerable families resulting from measures taken to eliminate the use of forced labour or child labour in its activities and supply chains. As a result, UNB has not taken any remedial measures with respect to loss of income because of efforts to reduce forced labour and child labour.

6. Training

UNB recognizes its responsibility to raise awareness of the issue of forced labour and child labour in our community. Some finance personnel have participated in foundational training through topic specific webinars. The University is committed to developing specific training for staff on forced labour and child labour risks and best practices, beginning with staff in central finance in Fall 2025.

7. Assessing Effectiveness

To date, no action has been taken to assess the effectiveness of the actions UNB has taken to reduce the risk of forced labour or child labour in its supply chains.

UNB acknowledges the importance of having effective tools and processes in place to ensure the University follows all regulations and laws. In addition to those noted above, the next steps planned include:

- developing an action plan that includes a training plan;
- finalizing a Supplier Code of Conduct;
- raising staff awareness of forced labour and child labour;
- analyzing UNB's existing supply chains; and
- reviewing industry best practices.

8. Attestation

This Report was approved pursuant to subparagraph 11(4)(a) of the *Act* by the Board of Governors of the University of New Brunswick.

In accordance with the requirements of the *Act*, and in particular section 11 thereof I, the undersigned, attest that I have reviewed the information contained in the report for the entity specified below. 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 specified above.

I make the above attestation in my capacity as the Chair of the Board of Governors of the University of New Brunswick for and on behalf of the Board of Governors of the University of New Brunswick.

I have the authority to bind the University of New Brunswick.

THE UNIVERSITY OF NEW BRUNSWICK

Per: 

Name: Tom Gribbons

Title: Chair of the Board

Date: May 27, 2025