



**SASKPOWER**  
**SUPPLIER CODE OF CONDUCT**



<b>Division</b>	Supply Chain
<b>Title</b>	Supplier Code of Conduct
<b>Issue Date</b>	September 2021

## INTRODUCTION

SaskPower encourages its suppliers to be leaders in their industries and to demonstrate a strong commitment to sustainable development by adopting diversity, health and safety, labour, environmental, and ethical principles that ensure the well-being of their employees.

The *Supplier Code of Conduct* (“Code”) outlines SaskPower’s expectations regarding the sustainability practices of its suppliers. By adopting the Code, SaskPower strives to promote sustainable development and minimize legal, financial, and reputational risks.

In all activities, suppliers must conduct business in full compliance with the laws, rules, and regulations of the countries and jurisdictions that are applicable to them. Suppliers are encouraged to exceed legal compliance to advance social and environmental responsibilities.

Suppliers are expected to take all reasonable measures to apply the Code across their entire business and within their own supply chains.

## GENERAL

The Code aims to set both minimum expectations as well as aspirational targets (encouraged behaviours) for SaskPower's suppliers. Both SaskPower and its suppliers are expected to seek to advance to the next level in terms of professionalism, sustainability, fairness, and safety.

Suppliers are expected to monitor compliance with the Code and to promptly correct non-compliance.

Suppliers who have knowledge of an actual or potential breach of the Code, shall report it in confidence through SaskPower's Supplier Relationship Management department ([srm@saskpower.com](mailto:srm@saskpower.com)).

SaskPower reserves the right to monitor compliance with the Code.

Failure to comply with the requirements of the Code could result in termination of business relationships with the supplier.

## APPLICABILITY

The Code applies to SaskPower's suppliers and their subcontractors, including their subsidiary and controlled and affiliated entities (collectively "suppliers").

The expectations set forth in the Code do not replace requirements that are specified in contracts that a supplier has with SaskPower.

## REQUIREMENTS

### BUSINESS CONDUCT

**Suppliers are expected to conduct their business in an ethical manner.** Suppliers are responsible to report incidents of actual or potential unethical conduct immediately. This includes violations of the Code, conflicts of interest, violations of applicable laws, violations of SaskPower policies or procedures, violations in accounting or auditing standards and controls, fraud, theft, respectful workplace, privacy, safety, or environmental concerns.

**Suppliers are expected to faithfully meet their contractual obligations.** Goods and services are expected to be provided in a manner that fulfills contractual commitments, with respect to price, quality, and achievement of performance schedules and completion deadlines. These goods and services are encouraged to exceed safety and environmental standards required by laws and regulations.

**Suppliers are encouraged to engage and invest in local communities.** Suppliers are invited to engage in the community to help foster social and economic development. SaskPower emphasizes community involvement as a good business practice and encourages suppliers to invest in communities in which they operate.

### RESPECT FOR WORKERS

**Suppliers are expected to comply with the SaskPower Respectful Workplace Policy and to conduct themselves in accordance with that Policy, The Saskatchewan Human Rights Code (or local equivalent), and occupational health and safety legislation.** This conduct includes, but is not limited to, compliance with local labour laws and demonstrating respect and professionalism in the workplace.

**Suppliers are expected to commit to provide a workplace free of unlawful discrimination.** Suppliers shall not engage in discrimination based on prohibited grounds, including: religion, creed, marital status, family status, sex, sexual orientation, disability, age, colour, ancestry, nationality, place of origin, race or perceived race, receipt of public assistance, or gender identity

in employment practices such as hiring, promotions, rewards, and access to training. Suppliers are encouraged to integrate diversity in their subcontractors and other aspects of their business.

**Suppliers are expected to avoid use of child labour in production or anywhere else in its business.** Suppliers are expected to comply with the civil, political, economic, social, and cultural rights of children as detailed in the *United Nations Convention on the Rights of the Child*.

**Suppliers are expected to provide their employees a respectful workplace free of harassment and discrimination.** Suppliers must take reasonable measures to ensure employees are not exposed to harassment or discrimination with respect to any matter or circumstance arising out of their employment. SaskPower affirms all employees must be treated with dignity and respect.

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## **HEALTH & WELLNESS**

**Suppliers are expected to comply with the international, regional, and national health and safety standards applicable to the suppliers' business activities.** Employees have a right to be informed about workplace hazards and legislated worker rights, allowing employees to refuse unsafe work and to identify and resolve workplace conflicts. Workers must receive training prior to employment and then on a regular basis, regarding occupational health and safety policies and practices. Suppliers are required to have a system to investigate, track, and manage any health or safety incidents. All incidents, potential or actualized, related to work on behalf of SaskPower must be reported to SaskPower in accordance with contractual requirements.

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## **LAND RIGHTS**

**Suppliers are expected to respect and not infringe land rights of individuals, Indigenous peoples, and local communities.** These rights reflect access to land and resources, consent, and governance. Securing consent of Indigenous peoples is necessary in the case of Aboriginal title lands.

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## **ENVIRONMENT**

**Suppliers are expected to fully comply with all applicable statutes, regulations, guidelines, codes of practices, orders from and agreements entered into with government authorities relating to the protection and conservation of the environment, including the use, handling, storage, transportation, and disposal of regulated hazardous substances.** Suppliers shall identify, minimize, and control all pollutants in accordance with all applicable standards and laws. Suppliers must develop and implement environmentally safe work practices and ensure workers receive appropriate training.

**Suppliers are expected to obtain, manage, and report all required environmental permits, approvals, licences, and registration as required under environmental laws and regulations.** All environmental regulatory reporting requirements are expected to be kept current and all regulatory reporting requirements are to be followed.

**Suppliers are encouraged to actively measure, manage, and disclose environmental impacts of the supplier's activities, including with respect to greenhouse gas emissions, water, and waste. Suppliers are encouraged to set targets and implement action plans for reducing environmental impacts.** Suppliers are encouraged to promote recycling and adopt methods to reduce waste in their materials sourcing, handling, transport, and disposal. Suppliers must appropriately manage and control any potential adverse impacts to the environment. Suppliers are encouraged to publicly report annual environmental performance.