

POLICY STATEMENT

PROCUREMENT

Rationale

Algonquin and Lakeshore Catholic District School Board, through Financial Services, intends to provide the highest quality of goods and services, as efficiently and cost-effectively as possible, within the time required for effective use. In keeping with Catholic social teaching and the Board's Mission Statement, we recognize that the overall cost may include consideration of non-monetary elements such as impact on the environment, ethical practices, and service standards.

Guiding Principles

- The Board believes in the fair and equitable treatment of vendors and as such, adheres to the laws of Ontario and Canada. The board has developed procedures around the requirements mandated in the government legislation.
- The Board has developed purchasing thresholds to govern the methodology around how goods and services are purchased.
- The Board's procurement systems cannot be used for personal purchases.
- The Board may use purchasing exemptions where allowed for under the Canadian Free Trade Agreement. Compliant procedures have been developed around this practice.
- The Board takes into consideration the accessible, ethical and sustainable practices of the vendors used and encourages fair wages, ethical sourcing, carbon footprint and waste reduction.
- The Board encourages purchasing from diverse, qualified suppliers in compliance with procedures.
- The board believes in and participates in collaborative purchasing through various organizations in accordance with Provincial and Federal guidelines.
- The Board will review instances of non-compliance with the policy and procedures. Consequences of non-compliance could include disciplinary action.

References

Ontario Broader Public Sector Accountability Act (BPSAA)
Ontario Broader Public Sector (BPS) Procurement Directive
Ontario Broader Public Sector Supply Chain Code of Ethics
Canadian Free Trade Agreement (CFTA)
Canada-European Union comprehensive Economic and Trade Agreement (CETA)
Supply Ontario
Accessibility for Ontarians with Disabilities Act, 2005
Education Act
Compendium of the Social Doctrine of the Church, Pontifical Council for Justice and Peace (2005)

Administrative Procedures

Procurement

Approved: March 30, 2010

Approved: November 2019

Approved: April 11, 2023