**FORM M: SOCIAL PROCUREMENT PLAN**

Every purchase has an economic, social, environmental, and cultural impact. Sustainable Procurement is about capturing the economic, social, environmental and cultural impacts of purchasing decisions to foster healthy and vibrant communities.

Historically, procurement has been about choosing the supplier offering the lowest price while still meeting technical requirements of providing high quality products or services with minimal risk. By expanding the premise of ‘best value’ in procurement, to include the generation of positive societal benefits, alongside high quality and competitive bids, the City of Winnipeg is working to maximize community benefits and deliver improved socio-economic returns for stakeholders, within the existing spend.

**The Contractor shall provide the Contract Administrator with a Social Procurement Plan (Form M: Social Procurement Plan) within five (5) Business Days of a request by the Contract Administrator as per B14.X (Qualification clause).**

**Both Question 1 and 2 shall be filled out responding to all criteria. Question 2 shall explain the commitment to Question 1 within the context of the Contract.**

**All questions must be completed.**

1. Insert question 1 from the Social Value Menu clause (Social Procurement Plan - Question 1) about the commitment of hours or percentage. If the commitment is set on the Contract, Question 1 is confirmation that the Contractor agrees to the commitment.

*Purchasing example question:*

The Contractor commits to \_\_\_\_\_ % (fill in commitment here, OPTIONAL must be at least X%) of Contractor spend on materials, services and subcontracting with Indigenous businesses on this Contract.

X% = $ Spend on materials, services and subcontracting with Indigenous businesses on this Contract

 $ Total spend on all materials, services and subcontracting on this Contract

*Training example question:*

Provide the number of hours that the Contractor will commit to provide with apprentices, paid interns, and paid work experience positions working on this Contract.

*Employment (Equity Groups) example question:*The Contractor commits to \_\_\_\_\_ % (fill in commitment here, OPTIONAL must be at least X%) of employment hours with Equity Groups on the delivery of this Contract.

 X% = # of employment hours by Equity Groups on this Contract

 Total # of employment hours on this Contract

*Please reconfirm your commitment here.*

1. Insert question 2 from the Social Value Menu clause (Social Procurement Plan - Question 2) about the strategy or plan to meet the commitment. Include the relevant responses examples for the type of clause.

*Employment responses could include: We partner with Equity Group employment organizations to recruit Indigenous Rightsholders and other Equity Groups. When employees are onboarded, they are asked if they identify as an Indigenous Rightsholder or Equity Group. We track this and report on aggregate employment levels across our business each year per our Diversity and Inclusion Policy.*

*Training responses could include: We will have 3 electrical apprentices working on site for x number of days and estimate there will be XX apprentice hours over the course of the project. We have a work experience program with a local college and provide students with on site training. We anticipate xx hours for this Contract will be done by students through this program.*

*Purchasing responses could include: We will subcontract flagging services from an Indigenous business for xx% of our Contract subcontracting and materials expenses. Our security services are provided by a social enterprise and that will account for xx% of our Contract subcontracting and materials costs.*

*Please describe your strategies and/or plans to meet the above requirement.*