**FORM O: SOCIAL VALUE REPORTING TEMPLATE**

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.

The data reported here is a contractual requirement to encourage and measure social, Indigenous, and environmental outcomes from the City's procurement. The City reserves the right to verify the information reported.

Instructions to City staff: Include the relevant reporting requirement for the specific Social Value Menu Clause. Delete the other reporting requirements.

Company Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reporting Period Start Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reporting Period End Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Employment of Equity Groups (# of employee hours)**

The Contractor shall commit to providing X % (to be filled out by the City based on the contract) of employment hours with Equity Groups on the delivery of this Contract.

|  |  |
| --- | --- |
| 1. Total number of employment hours for **all employees** working on the Contract during the reporting period | \_\_\_\_\_hours |
| 1. Total number of employment hours for **Equity Group** employees working on the Contract during the reporting period | \_\_\_\_\_hours |
| 1. Percentage for the reporting period (B/A)   ( C = B / A ) | \_\_\_\_\_% |

Please describe any successes or challenges related to your commitment for the reporting period.

1. **Employment of Indigenous Rightsholders (# of employee hours)**

The Contractor shall commit to providing X % (to be filled out by the City based on the contract) of employment hours with Indigenous Rightsholders on the delivery of this Contract.

|  |  |
| --- | --- |
| 1. Total number of employment hours for **all employees** working on the Contract during the reporting period | \_\_\_\_\_hours |
| 1. Total number of employment hours for **Indigenous Rightsholder** employees working on the Contract during the reporting period | \_\_\_\_\_hours |
| 1. Percentage for the reporting period   ( C = B / A ) | \_\_\_\_\_% |

Please describe any successes or challenges related to your commitment for the reporting period.

1. **Employment of Equity Groups (# of employees)**

The Contractor shall commit to providing X % (to be filled out by the City based on the contract) of employees from Equity Groups on the delivery of this Contract.

|  |  |
| --- | --- |
| 1. Total number of **all employees** (full-time and part-time) working on the Contract during the reporting period | \_\_\_\_\_ |
| 1. Total number of **Equity Group** employees (full-time and part-time) working on the Contract during the reporting period | \_\_\_\_\_ |
| 1. Percentage for the reporting period (B/A)   ( C = B / A ) | \_\_\_\_\_% |

Please describe any successes or challenges related to your commitment for the reporting period.

1. **Employment of Indigenous Rightsholders (# of employees)**

The Contractor shall commit to providing X % (to be filled out by the City based on the contract) of employees who are Indigenous Rightsholders on the delivery of this Contract.

|  |  |
| --- | --- |
| 1. Total number of **all employees** (full-time and part-time) working on the Contract during the reporting period | \_\_\_\_\_ |
| 1. Total number of employees (full-time and part-time) who are **Indigenous Rightsholders** working on the Contract during the reporting period | \_\_\_\_\_ |
| 1. Percentage for the reporting period   ( C = B / A ) | \_\_\_\_\_% |

Please describe any successes or challenges related to your commitment for the reporting period.

1. **Skills and Training Hours**

The Contractor shall commit to providing X # (to be filled out by the City based on the contract) of hours with apprentices, paid interns, and paid work experience positions on the delivery of this Contract

|  |  |
| --- | --- |
| 1. Number of hours for **apprentices** working on the Contract during the reporting period | \_\_\_\_\_hours |
| 1. Number of hours for **paid interns** working on the Contract during the reporting period | \_\_\_\_\_hours |
| 1. Number of hours for **paid work experience positions** working on the Contract during the reporting period | \_\_\_\_\_hours |
| 1. Total number of hours for apprentices, paid interns, and paid work experience positions working on the Contract during the reporting period ( D = A + B + C ) | \_\_\_\_\_ hours |

Please describe any successes or challenges related to your commitment for the reporting period.

1. **Equity Group Skills and Training Hours**

The Contractor shall commit to providing X # (to be filled out by the City based on the contract) of hours with apprentices, paid interns, and paid work experience positions who self-identify as Equity Groups on the delivery of this Contract.

|  |  |
| --- | --- |
| 1. Number of hours for **apprentices** from Equity Groups working on the Contract during the reporting period | \_\_\_\_\_hours |
| 1. Number of hours for **paid interns** from Equity Groups working on the Contract during the reporting period | \_\_\_\_\_hours |
| 1. Number of hours for **paid work experience positions** from Equity Groupsworking on the Contract during the reporting period | \_\_\_\_\_hours |
| 1. Total number of hours for apprentices, paid interns, and paid work experience positions from Equity Groups working on the Contract during the reporting period ( D = A + B + C ) | \_\_\_\_\_ hours |

Please describe any successes or challenges related to your commitment for the reporting period.

1. **Indigenous Rightsholders Skills and Training Hours**

The Contractor shall commit to providing X # (to be filled out by the City based on the contract) of hours with apprentices, paid interns, and paid work experience positions who self-identify as Indigenous Rightsholders on the delivery of this Contract.

|  |  |
| --- | --- |
| 1. Number of hours for Indigenous Rightsholder **apprentices** working on the Contract during the reporting period | \_\_\_\_\_hours |
| 1. Number of hours for Indigenous Rightsholder **paid interns** working on the Contract during the reporting period | \_\_\_\_\_hours |
| 1. Number of hours for Indigenous Rightsholder **paid work experience positions** working on the Contract during the reporting period | \_\_\_\_\_hours |
| 1. Total number of hours for Indigenous Rightsholder apprentices, paid interns, and paid work experience positions working on the Contract during the reporting period ( D = A + B + C ) | \_\_\_\_\_ hours |

Please describe any successes or challenges related to your commitment for the reporting period.

1. **Social Enterprises and Diverse Businesses in the Supply Chain**

The Contractor shall commit to providing X % (to be filled out by the City based on the contract) of Contractor spend on materials, services and subcontracting with social enterprises and diverse businesses.

|  |  |
| --- | --- |
| 1. **Total spend** on all materials, services and subcontracting on the Contract during the reporting period | $\_\_\_\_\_ |
| 1. Spend on materials, services and subcontracting with **social enterprises** on the Contract during the reporting period | $\_\_\_\_\_ |
| 1. Spend on materials, services and subcontracting with **diverse businesses** on the Contract during the reporting period | $\_\_\_\_\_ |
| 1. Percentage for the reporting period   ( D = (B + C )/ A ) | \_\_\_\_\_% |

Please describe any successes or challenges related to your commitment for the reporting period.

1. **Indigenous Businesses in the Supply Chain**

The Contractor shall commit to providing X % (to be filled out by the City based on the contract) of Contractor spend on materials, services and subcontracting with Indigenous businesses.

|  |  |
| --- | --- |
| 1. **Total spend** on all materials, services and subcontracting on the Contract during the reporting period | $\_\_\_\_\_ |
| 1. Spend on materials, services and subcontracting with **Indigenous businesses** on the Contract during the reporting period | $\_\_\_\_\_ |
| 1. Percentage for the reporting period   ( C = B / A ) | \_\_\_\_\_% |

Please describe any successes or challenges related to your commitment for the reporting period.

**Definitions**

**Divserse business** refers toa business that is at least 51 per cent owned, managed, and controlled by an Equity Group. (Source: [City of Winnipeg Sustainable Procurement Action Plan](https://www.winnipeg.ca/media/2921))

**Equity Groups** refers togroups that have historically been denied equal access to employment, education, and other opportunities and includes but is not limited to: Indigenous Peoples, Racialized peoples, newcomers (less than 5 years in Canada); Persons with Disabilities; Women; people facing poverty; Veterans, and 2SLGBTQQIA+ (Two-spirit, Lesbian, Gay, Bisexual, Trans, Queer, Questioning, Intersex, Asexual, plus) Peoples. (Source: [City of Winnipeg Sustainable Procurement Action Plan](https://www.winnipeg.ca/media/2921))

**Indigenous Rightsholders** refers to “Aboriginal Peoples of Canada” as defined in Section 35(2) of the Constitution Act, 1982 to include the First Nations, Inuit and Métis Peoples of Canada. (Source: [Our Winnipeg 2045](https://legacy.winnipeg.ca/interhom/cityhall/ourwinnipeg/Documents/Our-Winnipeg-2045.pdf))

**Racialized peoples** refers to a group of people who have identifiable characteristics that differ from those of the majority or dominant population. Previously known as Visible Minority and although the term “visible minority” is used in legal (e.g. Employment Equity Act) and statistical (e.g. Census) contexts, it is considered outdated and no longer recommended because the word “visible” suggests being white is the standard, and the word “minority” limits the concept to numbers. The term is increasingly being replaced by “racialized” individuals or groups. (Source: [Immigration, Refugees and Citizenship Canada](https://www.canada.ca/en/immigration-refugees-citizenship/corporate/mandate/anti-racism-strategy/glossary.html))

**Newcomers** refers to new residents including people arriving from countries outside Canada, such as recent immigrants (less than five years in Canada), refugees, refugee claimants or asylum seekers, and temporary residents. (Source: [Our Winnipeg 2045](https://legacy.winnipeg.ca/interhom/cityhall/ourwinnipeg/Documents/Our-Winnipeg-2045.pdf))

**Persons with disabilities** refers to individuals who have a long-term or recurring physical, mental, psychiatric, sensory, or learning impairment which may limit certain kinds of activity or could be perceived as a limitation. These include visible and non-visible disabilities. (Source: [City of Winnipeg)](https://legacy.winnipeg.ca/hr/equity-diversity-inclusion/default.stm)

**Women** refers to all people who identify as women, whether they are cisgender or transgender women. (Source: [Department of Justice, Government of Canada](https://www.justice.gc.ca/socjs-esjp/en/women-femmes/Definitions))

**People facing poverty** refers to people, given the size and region of residents, that do not have enough income to buy a set of goods and services considered to represent a modest, basic standard of living (Source: [Market Basket Measure, Stats Canada](https://www150.statcan.gc.ca/n1/pub/75f0002m/75f0002m2020002-eng.htm))

**Veterans** refers to any former member of the Canadian Armed Forces who successfully underwent basic training and is honorably discharged. (Source: [Veteran Affairs Canada](https://www.veterans.gc.ca/eng/about-vac/what-we-do/mandate))

**2SLGBTQQIA+ peoples** refer toTwo-Spirit, Lesbian, Gay, Bisexual, Trans, Queer, Questioning, Intersex, Asexual, Plus peoples. (Source: [Government of Canada](https://women-gender-equality.canada.ca/en/free-to-be-me/2slgbtqi-plus-glossary.html))