



City of Winnipeg Sustainable
Procurement Action Plan

Social Value Menu

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Social Value Menu Instructions

Every purchase has intended and unintended economic, environmental, and social impacts. Sustainable procurement is about consciously considering those impacts and seeking to make intentional positive community contributions.

All City of Winnipeg departments are required to embed relevant social and sustainability considerations into the selection of goods and services, along with factors such as price, quality, service, and technical specifications.

This Social Value Menu contains a list of clauses that can be used in Tenders and RFxs. These clauses are contractual requirements that can drive measurable social, Indigenous, and environmental outcomes from the City's procurement.

Section	Description
Instructions	Overview and steps for including sustainable procurement into the bid solicitation.
Ethical Procurement	A list of goods that are at high risk for having forced labour and child labour in their supply chain. (Source: US Department of Labor, List of Goods Produced by Child Labour or Forced Labour).
Social & Indigenous Clauses	Social Value Clauses that support the Social & Indigenous pillars of the City of Winnipeg Sustainable Procurement Action Plan. Social and Indigenous are combined due to overlap but questions identify when Indigenous outcomes are specifically sought.
Environmental Clauses	Social Value Clauses that support the Environmental pillar of the City of Winnipeg's Sustainable Procurement Action Plan.
Environmental Specifications	Environmental and Sustainable specifications for different commodity types. These should be considered as technical requirements that can support the Environmental pillar of the City of Winnipeg's Sustainable Procurement Action Plan.
Supporting Tools	Tools designed to support the Contractor in planning and collecting the requested social value clause information.

Glossary

An alphabetical list of terms or words found in or relating to terms and words used throughout the Social Value Menu.

Step	Instructions
1	Review Strategic Goals and Procurement Opportunity All procurements need to consider applying sustainable procurement. Early in the planning process consider the details of what you are purchasing and the Sustainable Procurement outcome areas.
2	Review Forced Labour and Child Labour Risk in Supply Chain All procurements should review the risk of forced labour and child labour for the goods and services they will be procuring for. Navigate to the "Ethical" tab to find a list of goods and their source countries that are at high-risk to having forced labour and child labour in their supply chains (Source: US Department of Labor, List of Goods Produced by Child Labour or Forced Labour). This list is not intended to be punitive, but rather to serve as a catalyst for City of Winnipeg staff to consider how their Procurement supports the Ethical pillar of the City of Winnipeg's Sustainable Procurement Action Plan. If you determine that your Procurement has a high-risk of having forced labour and child labour in its supply chain, consult the Sustainable Procurement Liaison to determine clauses and mandatory specifications that can be included in your Procurement to mitigate the risk. All City of Winnipeg Procurements use the following Unfair Labour Practices clause: <i>D10.1 Further to C3.2, the Contractor declares that in bidding for the work and in entering into this contract, he and his/her subcontractors conduct their respective business in accordance with established international codes as they relate to child and forced labour embodied in United Nations (UN) and International Labour Organization (ILO) conventions as ratified by Canada.</i> <i>(a) The Contractor shall forfeit all claims under the Contract as well as refund to the City any monies paid to him, beyond his/her actual proven expenses for work done, if this declaration is shown to be false.</i>

Step	Instructions
3	Identify Desired Sustainability Outcomes and Questions
	<p>Social Value Clauses are a way to drive measurable social, Indigenous and environmental outcomes from sustainable procurement, so it is encouraged to include them, but make sure that their inclusion makes sense for the type of purchase, the dollar value of the contract, the other reporting requirements and supplier capacity. Depending on the type and size of procurement, engagement with stakeholders may also be necessary. Consult the Sustainable Procurement Liaison.</p>
4	Incorporate Social Value Clause(s) and Environmental Specifications into the Procurement
	<p>Add all selected Social Value Clauses (Social, Indigenous and Environmental) into the Procurement.</p> <p>If you include a question with contract reporting, you must ensure that the reporting requirement and any accountability measures are included in the bid and contract. Contract Administrators are to ensure they are aware of this and will collect and monitor the contract reporting.</p> <p>Depending on the good/service that is being procured, you can also incorporate Environmental Specifications into the Procurement.</p>
5	Evaluate Bids
	<p>Evaluate Bids based on evaluation criteria. As Social Value Clauses are contractual requirements, they are not evaluated and are mandatory to be delivered on by the Contractor.</p> <p>The Social Value clauses request a Social Procurement Plan to be submitted by the lowest responsive bidder as part of the qualification process outlining how they plan to deliver on the respective clause.</p>
6	Report on Contract Outcomes
	<p>The Contract Administrator is responsible for managing the Contract and collecting and reporting on sustainable procurement contract requirements. They will ensure the contract reporting is received and share it with the Sustainable Procurement Liaison.</p>

Ethical Procurement

Good	Country/Area	Child Labor	Forced Labor
Açaí Berries	Brazil	X	
Alcoholic Beverages	Cambodia	X	
Amber	Ukraine	X	
Artificial Flowers	China		X
Baked Goods	Dominican Republic	X	
Baked Goods	El Salvador	X	
Baked Goods	Pakistan	X	
Bamboo	Burma	X	X
Bananas	Belize	X	
Bananas	Brazil	X	
Bananas	Ecuador	X	
Bananas	Nicaragua	X	
Bananas	Philippines	X	
Beans	Paraguay	X	
Beans (green beans)	Mexico	X	
Beans (green, soy, yellow)	Burma	X	X
Beef	Brazil	X	
Blueberries	Argentina	X	
Bovines	Cambodia	X	
Bovines	Ecuador	X	
Bovines	Eswatini	X	
Bovines	Ghana	X	
Bovines	Pakistan	X	
Brassware	India	X	
Brazil Nuts/Chestnuts	Bolivia	X	X
Brazil Nuts/Chestnuts	Peru		X

Good	Country/Area	Child Labor	Forced Labor
Bricks	Afghanistan	X	X
Bricks	Argentina	X	
Bricks	Bangladesh	X	
Bricks	Bolivia	X	
Bricks	Brazil	X	
Bricks	Burma	X	X
Bricks	Cambodia	X	X
Bricks	China	X	X
Bricks	Ecuador	X	
Bricks	Egypt	X	
Bricks	India	X	X
Bricks	Iran	X	
Bricks	Nepal	X	X
Bricks	North Korea		X
Bricks	Pakistan	X	X
Bricks	Paraguay	X	
Bricks	Peru	X	
Bricks	Russia		X
Bricks	Uganda	X	
Bricks	Vietnam	X	
Bricks (clay)	Colombia	X	
Broccoli	Guatemala	X	
Cabbages	Paraguay	X	
Carpets	Afghanistan	X	
Carpets	India	X	X
Carpets	Iran	X	
Carpets	Nepal	X	X

Good	Country/Area	Child Labor	Forced Labor
Carpets	Pakistan	X	X
Carrots	Paraguay	X	
Cashews	Brazil	X	
Cashews	Guinea	X	
Cashews	Vietnam	X	
Cattle	Bolivia		X
Cattle	Brazil	X	X
Cattle	Chad	X	
Cattle	Costa Rica	X	
Cattle	El Salvador	X	
Cattle	Ethiopia	X	
Cattle	Kenya	X	
Cattle	Lesotho	X	
Cattle	Mauritania	X	
Cattle	Mexico	X	
Cattle	Niger		X
Cattle	Paraguay	X	X
Cattle	South Sudan	X	X
Cattle	Uganda	X	
Cattle	Zambia	X	
Cement	North Korea		X
Ceramics	Brazil	X	
Cereal Grains	El Salvador	X	
Charcoal	Brazil	X	X
Charcoal	Uganda	X	
Chile Peppers	Mexico	X	X
Christmas Decorations	China		X

Good	Country/Area	Child Labor	Forced Labor
Citrus Fruits	Belize	X	
Citrus Fruits	Turkey (Türkiye)	X	
Cloves	Tanzania	X	
Coal	Afghanistan	X	
Coal	China		X
Coal	Colombia	X	
Coal	Mongolia	X	
Coal	North Korea		X
Coal	Pakistan	X	X
Coal	Ukraine	X	
Cobalt ore (heterogenite)	Democratic Republic of the Congo	X	
Coca (stimulant plant)	Colombia	X	X
Coca (stimulant plant)	Peru	X	
Cocoa	Brazil	X	
Cocoa	Cameroon	X	
Cocoa	Cote d'Ivoire	X	X
Cocoa	Ghana	X	
Cocoa	Guinea	X	
Cocoa	Nigeria	X	X
Cocoa	Sierra Leone	X	
Coconuts	Philippines	X	
Coffee	Brazil	X	X
Coffee	Colombia	X	
Coffee	Costa Rica	X	
Coffee	Cote d'Ivoire	X	X
Coffee	Dominican Republic	X	
Coffee	El Salvador	X	

Good	Country/Area	Child Labor	Forced Labor
Coffee	Guatemala	X	
Coffee	Guinea	X	
Coffee	Honduras	X	
Coffee	Kenya	X	
Coffee	Mexico	X	
Coffee	Nicaragua	X	
Coffee	Panama	X	
Coffee	Sierra Leone	X	
Coffee	Tanzania	X	
Coffee	Uganda	X	
Coffee	Vietnam	X	
Copper	Democratic Republic of the Congo	X	
Corn	Bolivia	X	X
Corn	Brazil	X	
Corn	Guatemala	X	
Corn	Paraguay	X	
Corn	Philippines	X	
Cotton	Argentina	X	
Cotton	Azerbaijan	X	
Cotton	Benin	X	X
Cotton	Brazil	X	
Cotton	Burkina Faso	X	X
Cotton	China	X	X
Cotton	Egypt	X	
Cotton	India	X	
Cotton	Kazakhstan	X	X
Cotton	Kyrgyz Republic	X	

Good	Country/Area	Child Labor	Forced Labor
Cotton	Mali	X	
Cotton	Pakistan		X
Cotton	Tajikistan	X	X
Cotton	Turkey (Türkiye)	X	
Cotton	Turkmenistan	X	X
Cotton	Zambia	X	
Cottonseed (hybrid)	India	X	X
Cucumbers	Mexico	X	
Cumin	Turkey (Türkiye)	X	
Dairy Products	Pakistan	X	
Diamonds	Angola	X	X
Diamonds	Central African Republic	X	
Diamonds	Democratic Republic of the Congo	X	
Diamonds	Guinea	X	
Diamonds	Liberia	X	
Diamonds	Sierra Leone	X	X
Dried Fish	Bangladesh	X	X
Eggplants	Mexico	X	
Electronics	China	X	X
Electronics	Malaysia		X
Electronics	Pakistan	X	
Embellished Textiles	India	X	X
Embellished Textiles	Nepal	X	X
Emeralds	Colombia	X	
Fashion Accessories	Philippines	X	
Fireworks	China	X	X
Fireworks	El Salvador	X	

Good	Country/Area	Child Labor	Forced Labor
Fireworks	Guatemala	X	
Fireworks	India	X	
Fireworks	Peru	X	
Fish	Brazil	X	
Fish	Cambodia	X	
Fish	China		X
Fish	Ghana	X	X
Fish	Indonesia	X	X
Fish	Kenya	X	
Fish	Paraguay	X	
Fish	Peru	X	
Fish	Philippines	X	
Fish	Taiwan		X
Fish	Thailand		X
Fish	Uganda	X	
Fish	Vietnam	X	
Fish	Yemen	X	
Flowers	Ecuador	X	
Fluorspar (mineral)	Mongolia	X	
Footwear	Bangladesh	X	
Footwear	Brazil	X	
Footwear	China		X
Footwear	India	X	
Footwear	Turkey (Türkiye)	X	
Footwear	Vietnam	X	
Footwear (sandals)	Indonesia	X	
Fruits (Pome and Stone)	Colombia	X	

Good	Country/Area	Child Labor	Forced Labor
Furniture	Pakistan	X	
Furniture	Turkey (Türkiye)	X	
Furniture	Vietnam	X	
Furniture (steel)	Bangladesh	X	
Garlic	Argentina	X	
Garments	Argentina	X	X
Garments	Bangladesh	X	X
Garments	Brazil		X
Garments	Burma	X	
Garments	China		X
Garments	India	X	X
Garments	Malaysia		X
Garments	Mexico	X	
Garments	Pakistan	X	
Garments	Thailand	X	X
Garments	Turkey (Türkiye)	X	
Garments	Vietnam	X	X
Gems	India	X	
Gems	Zambia	X	
Glass	Bangladesh	X	
Glass Bangles	India	X	
Glass Bangles	Pakistan	X	
Gloves	China		X
Goats	Mauritania	X	
Goats	Paraguay	X	
Gold	Bolivia	X	
Gold	Burkina Faso	X	X

Good	Country/Area	Child Labor	Forced Labor
Gold	Cameroon	X	
Gold	Colombia	X	
Gold	Democratic Republic of the Congo	X	X
Gold	Ecuador	X	
Gold	Ethiopia	X	
Gold	Ghana	X	
Gold	Guinea	X	
Gold	Indonesia	X	
Gold	Kenya	X	
Gold	Mali	X	
Gold	Mongolia	X	
Gold	Nicaragua	X	
Gold	Niger	X	
Gold	Nigeria	X	
Gold	North Korea		X
Gold	Peru	X	X
Gold	Philippines	X	
Gold	Senegal	X	
Gold	Sudan	X	
Gold	Suriname	X	
Gold	Tanzania	X	
Gold	Uganda	X	
Gold	Venezuela		X
Gold	Zimbabwe	X	
Granite	Burkina Faso	X	
Granite	Nigeria	X	X
Granite	Sierra Leone	X	

Good	Country/Area	Child Labor	Forced Labor
Granite (crushed)	Benin	X	
Grapes	Argentina	X	
Grapes	Colombia	X	
Gravel (crushed stones)	Guatemala	X	
Gravel (crushed stones)	Nicaragua	X	
Gravel (crushed stones)	Nigeria	X	X
Gypsum (mineral)	Niger	X	
Hair Products	China		X
Hazelnuts	Turkey (Türkiye)	X	
Hogs	Brazil	X	
Hogs	Ecuador	X	
Hogs	Paraguay	X	
Hogs	Philippines	X	
Incense (agarbatti)	India	X	
Iron	North Korea		X
Jade	Burma	X	X
Khat	Ethiopia	X	
Khat/Miraa (stimulant plant)	Kenya	X	
Leather	Bangladesh	X	
Leather	Pakistan	X	
Leather	Vietnam	X	
Leather Goods/Accessories	India	X	
Leather Goods/Accessories	Mexico	X	
Lettuce	Paraguay	X	
Lobsters	Honduras	X	
Locks	India	X	
Manioc/Cassava	Brazil	X	

Good	Country/Area	Child Labor	Forced Labor
Manioc/Cassava	Cambodia	X	
Manioc/Cassava	Nigeria	X	
Manioc/Cassava	Paraguay	X	
Matches	Bangladesh	X	
Matches	India	X	
Meat	Cambodia	X	
Melons	Honduras	X	
Melons	Mexico	X	
Melons	Panama	X	
Melons	Paraguay	X	
Mica	India	X	
Mica	Madagascar	X	
Nails	China		X
Nile Perch (fish)	Tanzania	X	
Olives	Argentina	X	
Onions	Mexico	X	
Onions	Paraguay	X	
Palm Fruit	Indonesia	X	X
Palm Fruit	Malaysia	X	X
Palm Fruit	Sierra Leone	X	
Palm Thatch	Burma		X
Peanuts	Bolivia		X
Peanuts	Paraguay	X	
Peanuts	Turkey (Türkiye)	X	
Pepper	Vietnam	X	
Peppers	Paraguay	X	
Pineapples	Brazil	X	

Good	Country/Area	Child Labor	Forced Labor
Polysilicon	China		X
Poppies	Afghanistan	X	
Poppies	Mexico	X	
Potatoes	Lebanon	X	
Poultry	Bangladesh	X	
Poultry	Brazil	X	
Poultry	Ecuador	X	
Poultry	Paraguay	X	
Pulses (legumes)	Turkey (Türkiye)	X	
Pyrotechnics	Philippines	X	
Rice	Brazil	X	
Rice	Burma	X	X
Rice	Dominican Republic	X	
Rice	Ecuador	X	
Rice	Ghana	X	
Rice	India	X	X
Rice	Kenya	X	
Rice	Mali	X	X
Rice	Pakistan	X	
Rice	Philippines	X	
Rice	Uganda	X	
Rice	Vietnam	X	
Rubber	Burma	X	X
Rubber	Cambodia	X	
Rubber	Indonesia	X	
Rubber	Liberia	X	
Rubber	Philippines	X	

Good	Country/Area	Child Labor	Forced Labor
Rubber	Vietnam	X	
Rubber Gloves	Malaysia		X
Rubies	Burma	X	X
Salt	Afghanistan	X	
Salt	Bangladesh	X	
Salt	Cambodia	X	
Salt	Niger	X	
Sand	Kenya	X	
Sand	Nigeria	X	
Sand	Uganda	X	
Sandstone	India	X	X
Sapphires	Madagascar	X	
Sesame	Burma		X
Sesame	Paraguay	X	
Sheep	Brazil	X	
Sheep	Paraguay	X	
Shellfish	El Salvador	X	
Shellfish	Nicaragua	X	
Shrimp	Bangladesh	X	
Shrimp	Burma		X
Shrimp	Cambodia	X	
Shrimp	Thailand	X	X
Silk Cocoons	Uzbekistan		X
Silk Fabric	India	X	
Silk Thread	India	X	
Silver	Bolivia	X	
Sisal	Brazil	X	

Good	Country/Area	Child Labor	Forced Labor
Sisal	Kenya	X	
Sisal	Tanzania	X	
Soap	Bangladesh	X	
Soccer Balls	India	X	
Stones	India	X	X
Stones	Madagascar	X	
Stones	Nepal	X	X
Stones	Uganda	X	
Stones	Zambia	X	
Stones (limestone)	Egypt	X	
Stones (limestone)	Paraguay	X	
Stones (pumice)	Nicaragua	X	
Strawberries	Argentina	X	
Sugar Beets	Turkey (Türkiye)	X	
Sugarcane	Belize	X	
Sugarcane	Bolivia	X	X
Sugarcane	Brazil	X	X
Sugarcane	Burma	X	X
Sugarcane	Cambodia	X	
Sugarcane	Colombia	X	
Sugarcane	Dominican Republic	X	X
Sugarcane	El Salvador	X	
Sugarcane	Guatemala	X	
Sugarcane	India	X	
Sugarcane	Kenya	X	
Sugarcane	Mexico	X	
Sugarcane	Pakistan		X

Good	Country/Area	Child Labor	Forced Labor
Sugarcane	Paraguay	X	
Sugarcane	Philippines	X	
Sugarcane	Thailand	X	
Sugarcane	Uganda	X	
Sugarcane	Vietnam	X	
Sugarcane	Zimbabwe	X	
Sunflowers	Burma		X
Surgical Instruments	Pakistan	X	
Sweet Potatoes	Paraguay	X	
Tantalum ore (coltan)	Democratic Republic of the Congo	X	X
Tanzanite (gems)	Tanzania	X	
Tea	India		X
Tea	Kenya	X	
Tea	Malawi	X	
Tea	Rwanda	X	
Tea	Tanzania	X	
Tea	Uganda	X	
Tea	Vietnam	X	
Teak	Burma	X	X
Textiles	Bangladesh	X	
Textiles	Cambodia	X	
Textiles	China	X	X
Textiles	Ghana	X	
Textiles	North Korea		X
Textiles	Pakistan	X	
Textiles	Vietnam	X	
Textiles (hand-woven)	Ethiopia	X	X

Good	Country/Area	Child Labor	Forced Labor
Textiles (jute)	Bangladesh	X	
Thread/Yarn	China		X
Thread/Yarn	India	X	X
Tilapia (fish)	Ghana	X	X
Timber	Brazil		X
Timber	Cambodia	X	
Timber	North Korea		X
Timber	Peru		X
Timber	Russia		X
Timber	Vietnam	X	
Tin	Bolivia	X	
Tin	Indonesia	X	
Tin ore (cassiterite)	Democratic Republic of the Congo	X	X
Tobacco	Argentina	X	
Tobacco	Brazil	X	
Tobacco	Cambodia	X	
Tobacco	Indonesia	X	
Tobacco	Kenya	X	
Tobacco	Kyrgyz Republic	X	
Tobacco	Lebanon	X	
Tobacco	Malawi	X	X
Tobacco	Mexico	X	
Tobacco	Mozambique	X	
Tobacco	Nicaragua	X	
Tobacco	Philippines	X	
Tobacco	Tanzania	X	
Tobacco	Uganda	X	

Good	Country/Area	Child Labor	Forced Labor
Tobacco	Vietnam	X	
Tobacco	Zambia	X	
Tobacco	Zimbabwe	X	
Tomato Products	China		X
Tomatoes	Argentina	X	
Tomatoes	Dominican Republic	X	
Tomatoes	Mexico	X	X
Tomatoes	Paraguay	X	
Toys	China	X	X
Trona (mineral)	Niger	X	
Tungsten ore (wolframite)	Democratic Republic of the Congo	X	X
Vanilla	Madagascar	X	
Vanilla	Uganda	X	
Wheat	Pakistan		X
Yerba Mate (stimulant plant)	Argentina	X	
Yerba Mate (stimulant plant)	Paraguay	X	
Zinc	Bolivia	X	

Social and Indigenous Clauses

Outcome Area – Employment

Topic	Clause Language	Reporting Language (Construction Contracts ONLY)	Reporting Language (Other Contracts)
Equity Groups (# of Employee Hours)	<p># BIDDING PROCEDURE CLAUSES (QUALIFICATION): B14.1 d) submit a completed Social Procurement Plan</p> <p>Further to B14.1 d), the Bidder shall within five (5) Business Days of a request by the Contract Administrator, provide a completed Social Procurement Plan.</p> <p>#. SUPPLEMENTAL CLAUSES The Contractor shall commit to providing employment opportunities for Equity Groups. Equity Groups are groups 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.</p> <p>This commitment is inclusive of subcontractor employment hours and the Contractor will be required to report on their subcontractors employment hours if the subcontractor contract is greater than \$100,000.</p> <p>The Contractor shall commit to providing X% of employment hours with Equity Groups on the delivery of this Contract. [Optional for the City to include a minimum threshold]</p> <p>$X\% = \frac{\text{\# of employment hours by Equity Groups on this Contract}}{\text{Total \# of employment hours on this Contract}}$</p> <p>SOCIAL PROCURMENT PLAN 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.</p> <p>[Add the Social Procurement Plan to the Commencement clause]</p> <p>EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY The Employee Voluntary Self Identification Survey has been included as a resource see Form N: Employee Voluntary Self Identification Survey.</p> <p>FORM M SOCIAL PROCURMEENT PLAN (form) FORM N EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY (form)</p> <p>Social Procurement Plan Questions: 1. The Contractor commits to _____ % of employment hours with Equity Groups on the delivery of this Contract. [Optional for the City to include a minimum threshold] 2. Provide a detailed strategy for how the Contractor's current and planned efforts to employ Equity Groups will ensure the Contractor meets the commitment on the Contract.</p>	<p>#. REPORTING The Contractor shall keep detailed records of the total number of full-time and part-time employees that identify as Equity Groups. The Contractor shall report the total number of employee hours that are delivered by Equity Groups during this Contract.</p> <p>Employees includes all company employees who are working on this Contract. (Administration, Finance, Project Manager, Safety Officer, Trades, etc.)</p> <p>The Contractor shall provide the Contract Administrator a progress report midway through the Contract period and upon completion of the Contract period.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>	<p>#. REPORTING The Contractor shall keep detailed records of the total number of full-time and part-time employees that identify as Equity Groups. The Contractor shall report the total number of employee hours that are delivered by Equity Groups during this Contract.</p> <p>The Contractor shall submit the required reporting within X (state in words and then in numbers) Calendar Days (Calendar or Business Days) of the request from a Contract Administrator.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>

Topic	Clause Language	Reporting Language (Construction Contracts ONLY)	Reporting Language (Other Contracts)
Indigenous Rightsholders (# of Employee Hours)	<p># BIDDING PROCEDURE CLAUSES (QUALIFICATION): B14.1 d) submit a completed Social Procurement Plan</p> <p>Further to B14.1 d), the Bidder shall within five (5) Business Days of a request by the Contract Administrator, provide a completed Social Procurement Plan.</p> <p>#. SUPPLEMENTAL CLAUSES The Contractor shall commit to providing employment opportunities for Indigenous Rightsholders. Indigenous Rightsholders refers to the Red River Métis Nation, First Nations, and Inuit Rightsholders. Rightsholders in this context refers to both Treaty and Aboriginal rights, which were given constitutional recognition in Section 35 (1) of The Constitution Act, 1982. Indigenous Rights include a range of cultural, social, political, and economic rights held by Indigenous Peoples, including the right to establish treaties; and include the right to land to practice the right to fish, to hunt, and to practice one’s own culture.</p> <p>This commitment is inclusive of subcontractor employment hours and the Contractor will be required to report on their subcontractors employment hours if the subcontractor contract is greater than \$100,000.</p> <p>The Contractor shall commit to providing X% of employment hours with Indigenous Rightsholders on the delivery of this Contract. [Optional to include a minimum threshold]</p> <p>$X\% = \frac{\text{\# of employment hours by Indigenous Rightsholders on this Contract}}{\text{Total \# of employment hours on this Contract}}$</p> <p>SOCIAL PROCURMENT PLAN 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. [Add the Social Procurement Plan to the Commencement clause]</p> <p>EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY The Employee Voluntary Self Identification Survey has been included as a resource see Form N: Employee Voluntary Self Identification Survey.</p> <p>FORM M SOCIAL PROCURMEENT PLAN (form) FORM N EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY (form)</p> <p>Social Procurement Plan Questions: 1. The Contractor commits to _____ % of employment hours with Indigenous Rightsholders on the delivery of this Contract. [Optional for the City to include a minimum threshold] 2. Provide a detailed strategy for how the Contractor's current and planned efforts to employ Indigenous Rightsholders will ensure the Contractor meets the commitment on the Contract.</p>	<p>#. REPORTING The Contractor shall keep detailed records of the total number of full-time and part-time employees that identify as Indigenous Rightsholders. The Contractor shall report the total number of employee hours that are delivered by Indigenous Rightsholders during this Contract.</p> <p>Employees includes all company employees who are working on this Contract. (Administration, Finance, Project Manager, Safety Officer, Trades, etc.)</p> <p>The Contractor shall provide the Contract Administrator a progress report midway through the Contract period and upon completion of the Contract period.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>	<p>#. REPORTING The Contractor shall keep detailed records of the total number of full-time and part-time employees that identify as Indigenous Rightsholders. The Contractor shall report the total number of employee hours that are delivered by Indigenous Rightsholders during this Contract.</p> <p>The Contractor shall submit the required reporting within X (state in words and then in numbers) Calendar Days (Calendar or Business Days) of the request from a Contract Administrator.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>

Topic	Clause Language	Reporting Language (Construction Contracts ONLY)	Reporting Language (Other Contracts)
Equity Groups (# of Employees)	<p># BIDDING PROCEDURE CLAUSES (QUALIFICATION): B14.1 d) submit a completed Social Procurement Plan</p> <p>Further to B14.1 d), the Bidder shall within five (5) Business Days of a request by the Contract Administrator, provide a completed Social Procurement Plan.</p> <p>#. SUPPLEMENTAL CLAUSE The Contractor shall commit to providing employment opportunities for Equity Groups. Equity Groups are groups 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 2SLGBTQQA+ (Two-spirit, Lesbian, Gay, Bisexual, Trans, Queer, Questioning, Intersex, Asexual plus) Peoples.</p> <p>This commitment is inclusive of subcontractor employment hours and the Contractor will be required to report on their subcontractors employment hours if the subcontractor contract is greater than \$100,000.</p> <p>The Contractor shall commit to providing X% of employees from Equity Groups on the delivery of this Contract. [Optional to include a minimum threshold]</p> <p><u>X% = # of employees (full-time and part-time) from Equity Groups on this Contract</u> Total # of employees (full-time and part-time) on this Contract</p> <p>SOCIAL PROCURMENT PLAN 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. [Add the Social Procurement Plan to the Commencement clause]</p> <p>EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY The Employee Voluntary Self Identification Survey has been included as a resource see Form N: Employee Voluntary Self Identification Survey.</p> <p>FORM M SOCIAL PROCURMEENT PLAN (form) FORM N EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY (form)</p> <p>Social Procurement Plan Questions: 1. The Contractor commits to _____ % of employees will be Equity Groups on the delivery of this Contract. [Optional for the City to include a minimum threshold] 2. Provide a detailed strategy for how the Contractor's current and planned efforts to employ Equity Groups will ensure the Contractor meets the commitment on the Contract.</p>	<p>#. REPORTING The Contractor shall keep detailed records of the total number of full-time and part-time employees that identify as Equity Groups. The Contractor shall report the total number of employee hours that are delivered by Equity Groups on this Contract.</p> <p>Employees includes all company employees who are working on this Contract. (Administration, Finance, Project Manager, Safety Officer, Trades, etc.)</p> <p>The Contractor shall provide the Contract Administrator a progress report midway through the Contract period and upon completion of the Contract period.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>	<p>#. REPORTING The Contractor shall keep detailed records of the total number of full-time and part-time employees that identify as Equity Groups. The Contractor shall report the total number of employee hours that are delivered by Equity Groups during this Contract.</p> <p>The Contractor shall submit the required reporting within X (state in words and then in numbers) Calendar Days (Calendar or Business Days) of the request from a Contract Administrator.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>

Topic	Clause Language	Reporting Language (Construction Contracts ONLY)	Reporting Language (Other Contracts)
Indigenous Rightsholders (# of Employees)	<p># BIDDING PROCEDURE CLAUSES (QUALIFICATION): B14.1 d) submit a completed Social Procurement Plan</p> <p>Further to B14.1 d), the Bidder shall within five (5) Business Days of a request by the Contract Administrator, provide a completed Social Procurement Plan.</p> <p>#. SUPPLEMENTAL CLAUSES The Contractor shall commit to providing employment opportunities for Indigenous Rightsholders. Indigenous Rightsholders refers to the Red River Métis Nation, First Nations, and Inuit Rightsholders. Rightsholders in this context refers to both Treaty and Aboriginal rights, which were given constitutional recognition in Section 35 (1) of The Constitution Act, 1982. Indigenous Rights include a range of cultural, social, political, and economic rights held by Indigenous Peoples, including the right to establish treaties; and include the right to land to practice the right to fish, to hunt, and to practice one’s own culture.</p> <p>This commitment is inclusive of subcontractor employees and the Contractor will be required to report on their subcontractors number of employees if the subcontractor contract is greater than \$100,000.</p> <p>The Contractor shall commit to providing X% of employees who are Indigenous Rightsholders on the delivery of this Contract. [Optional to include a minimum threshold]</p> <p>$X\% = \frac{\text{\# of employees (full-time and part-time) who are Indigenous Rightsholders on this Contract}}{\text{Total \# of employees (full-time and part-time) on this Contract}}$</p> <p>SOCIAL PROCURMEENT PLAN 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. [Add the Social Procurement Plan to the Commencement clause]</p> <p>EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY The employee voluntary self-identification survey has been included as a resource see Form N: Employee Voluntary Self Identification Survey.</p> <p>FORM M SOCIAL PROCURMEENT PLAN (form) FORM N EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY (form)</p> <p>Social Procurement Plan Questions: 1. The Contractor commits to _____ % of employees will be Indigenous Rightsholders on the delivery of this Contract. [Optional for the City to include a minimum threshold] 2. Provide a detailed strategy for how the Contractor's current and planned efforts to employ Indigenous Rightsholders will ensure the Contractor meets the commitment on the Contract.</p>	<p>#. REPORTING The Contractor shall keep detailed records of the total number of full-time and part-time employees that identify as Indigenous Rightsholders. The Contractor shall report the total number of employee hours that are delivered by Indigenous Rightsholders during this Contract.</p> <p>Employees includes all company employees who are working on this Contract. (Administration, Finance, Project Manager, Safety Officer, Trades, etc.)</p> <p>The Contractor shall provide the Contract Administrator a progress report midway through the Contract period and upon completion of the Contract period.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>	<p>#. REPORTING The Contractor shall keep detailed records of the total number of full-time and part-time employees that identify as Indigenous Rightsholders. The Contractor shall report the total number of employee hours that are delivered by Indigenous Rightsholders during this Contract.</p> <p>The Contractor shall submit the required reporting within X (state in words and then in numbers) Calendar Days (Calendar or Business Days) of the request from a Contract Administrator.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>

Outcome Area – Skills and Training

Topic	Clause Language	Reporting Language (Construction Contracts ONLY)	Reporting Language (Other Contracts)
Skills and Training	<p># BIDDING PROCEDURE CLAUSES (QUALIFICATION): B14.1 d) submit a completed Social Procurement Plan</p> <p>Further to B14.1 d), the Bidder shall within five (5) Business Days of a request by the Contract Administrator, provide a completed Social Procurement Plan.</p> <p>#. SUPPLEMENTAL CLAUSES The Contractor shall commit to providing skills and training opportunities.</p> <p>This commitment is inclusive of subcontractor skills and training hours and the Contractor will be required to report on their subcontractors skills and training hours if the subcontractor contract is greater than \$100,000.</p> <p>The Contractor shall commit to providing # of hours with apprentices, paid interns, and paid work experience positions on the delivery of this Contract. [Optional to include a minimum threshold]</p> <p>SOCIAL PROCURMENT PLAN 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.</p> <p>[Add the Social Procurement Plan to the Commencement clause]</p> <p>EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY The Employee Voluntary Self Identification Survey has been included as a resource see Form N: Employee Voluntary Self Identification Survey.</p> <p>FORM M SOCIAL PROCURMEENT PLAN (form) FORM N EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY (form)</p> <p>Social Procurement Plan Questions: 1. The Contractor commits to _____ # of hours that will be provided by apprentices, paid interns, and paid work experience positions working on this Contract. 2. Provide a detailed strategy for how the Contractor will meet the above commitment, including how the Bidder proposes to allocate the hours during the life of the Contract.</p>	<p>#. REPORTING The Contractor shall keep detailed records of and report on the following:</p> <ol style="list-style-type: none"> 1. The number of hours that the Contractor will commit to provide to apprentices, paid interns, and paid work experience positions working on this Contract; and 2. A projection for the number of hours to be performed in future months of the Contract by apprentices, paid interns, and paid work experience positions, including a planned schedule for the achievement of these future hours. <p>The Contractor shall provide the Contract Administrator a progress report midway through the Contract period and upon completion of the Contract period.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>	<p>#. REPORTING The Contractor shall keep detailed records of and report on the following:</p> <ol style="list-style-type: none"> 1. The number of hours that the Contractor will commit to provide to apprentices, paid interns, and paid work experience positions working on this Contract; and 2. A projection for the number of hours to be performed in future months of the Contract by apprentices, paid interns, and paid work experience positions, including a planned schedule for the achievement of these future hours. <p>The Contractor shall submit the required reporting within X (state in words and then in numbers) Calendar Days (Calendar or Business Days) of the request from a Contract Administrator.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>

Topic	Clause Language	Reporting Language (Construction Contracts ONLY)	Reporting Language (Other Contracts)
Skills and Training (Indigenous Rightsholders)	<p># BIDDING PROCEDURE CLAUSES (QUALIFICATION): B14.1 d) submit a completed Social Procurement Plan</p> <p>Further to B14.1 d), the Bidder shall within five (5) Business Days of a request by the Contract Administrator, provide a completed Social Procurement Plan.</p> <p>#. SUPPLEMENTAL CLAUSES The Contractor shall commit to providing skills and training opportunities for Indigenous Rightsholders. Indigenous Rightsholders refers to the Red River Métis Nation, First Nations, and Inuit Rightsholders. Rightsholders in this context refers to both Treaty and Aboriginal rights, which were given constitutional recognition in Section 35 (1) of The Constitution Act, 1982. Indigenous Rights include a range of cultural, social, political, and economic rights held by Indigenous Peoples, including the right to establish treaties; and include the right to land to practice the right to fish, to hunt, and to practice one’s own culture.</p> <p>This commitment is inclusive of subcontractor skills and training hours with Indigenous Rightsholders, and the Contractor will be required to report on their subcontractors skills and training hours with Indigenous Rightsholders if the subcontractor contract is greater than \$100,000.</p> <p>The Contractor shall commit to providing # of skills and training hours with Indigenous Rightsholders on delivery of this Contract. [Optional to include a minimum threshold]</p> <p>SOCIAL PROCURMENT PLAN 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. [Add the Social Procurement Plan to the Commencement clause]</p> <p>EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY The Employee Voluntary Self Identification Survey has been included as a resource see Form N: Employee Voluntary Self Identification Survey.</p> <p>FORM M SOCIAL PROCURMEENT PLAN (form) FORM N EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY (form)</p> <p>Social Procurement Plan Questions: 1. The Contractor commits to _____ # of hours that will be provided by apprentices, paid interns, and paid work experience positions working on this Contract. 2. Provide a detailed strategy for how the Contractor will meet the above commitment, including how the Bidder proposes to allocate the hours during the life of the Contract.</p>	<p>#. REPORTING The Contractor shall keep detailed records of and report on the following:</p> <ol style="list-style-type: none"> 1. The number of hours that the Contractor will commit to provide to apprentices, paid interns, and paid work experience positions for Indigenous Rightsholders working on this Contract; and 2. A projection for the number of hours to be performed in future months of the Contract by apprentices, paid interns, and paid work experience positions, including a planned schedule for the achievement of these future hours. <p>The Contractor shall provide the Contract Administrator a progress report midway through the Contract period and upon completion of the Contract period.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>	<p>#. REPORTING The Contractor shall keep detailed records of and report on the following:</p> <ol style="list-style-type: none"> 1. The number of hours that the Contractor will commit to provide to apprentices, paid interns, and paid work experience positions for Indigenous Rightsholders working on this Contract; and 2. A projection for the number of hours to be performed in future months of the Contract by apprentices, paid interns, and paid work experience positions, including a planned schedule for the achievement of these future hours. <p>The Contractor shall submit the required reporting within X (state in words and then in numbers) Calendar Days (Calendar or Business Days) of the request from a Contract Administrator.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>

Topic	Clause Language	Reporting Language (Construction Contracts ONLY)	Reporting Language (Other Contracts)
Skills and Training (Equity Groups)	<p># BIDDING PROCEDURE CLAUSES (QUALIFICATION): B14.1 d) submit a completed Social Procurement Plan</p> <p>Further to B14.1 d), the Bidder shall within five (5) Business Days of a request by the Contract Administrator, provide a completed Social Procurement Plan.</p> <p>#. SUPPLEMENTAL CLAUSES The Contractor shall commit to providing skills and training opportunities for Equity Groups. Equity Groups are groups 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 2SLGBTQIA+ (Two-spirit, Lesbian, Gay, Bisexual, Trans, Queer, Questioning, Intersex, Asexual, plus) Peoples</p> <p>This commitment is inclusive of subcontractor skills and training hours for Equity Groups and the Contractor will be required to report on their subcontractors skills and training hours for Equity Groups if the subcontractor contract is greater than \$100,000.</p> <p>The Contractor shall commit to providing # of hours with apprentices, paid interns, and paid work experience positions for Equity Groups on the delivery of this Contract.. [Optional to include a minimum threshold]</p> <p>SOCIAL PROCURMENT PLAN 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. [Add the Social Procurement Plan to the Commencement clause]</p> <p>EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY The Employee Voluntary Self Identification Survey has been included as a resource see Form N: Employee Voluntary Self Identification Survey.</p> <p>FORM M SOCIAL PROCURMEENT PLAN (form) FORM N EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY (form)</p> <p>Social Procurement Plan Questions: 1. The Contractor commits to _____ # of hours that will be provided by apprentices, paid interns, and paid work experience positions working on this Contract. 2. Provide a detailed strategy for how the Contractor will meet the above commitment, including how the Bidder proposes to allocate the hours during the life of the Contract.</p>	<p>#. REPORTING The Contractor shall keep detailed records of and report on the following:</p> <ol style="list-style-type: none"> 1. The number of hours that the Contractor will commit to provide to apprentices, paid interns, and paid work experience positions for Equity Groups working on this Contract; and 2. A projection for the number of hours to be performed in future months of the Contract by apprentices, paid interns, and paid work experience positions, including a planned schedule for the achievement of these future hours. <p>The Contractor shall provide the Contract Administrator a progress report midway through the Contract period and upon completion of the Contract period.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>	<p>#. REPORTING The Contractor shall keep detailed records of and report on the following:</p> <ol style="list-style-type: none"> 1. The number of hours that the Contractor will commit to provide to apprentices, paid interns, and paid work experience positions for Equity Groups working on this Contract; and 2. A projection for the number of hours to be performed in future months of the Contract by apprentices, paid interns, and paid work experience positions, including a planned schedule for the achievement of these future hours. <p>The Contractor shall submit the required reporting within X (state in words and then in numbers) Calendar Days (Calendar or Business Days) of the request from a Contract Administrator.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>

Outcome Area – Supply Chain

Topic	Clause Language	Reporting Language (Construction Contracts ONLY)	Reporting Language (Other Contracts)
<p>Social enterprises and diverse businesses in the Supply Chain</p>	<p># BIDDING PROCEDURE CLAUSES (QUALIFICATION): B14.1 d) submit a completed Social Procurement Plan</p> <p>Further to B14.1 d), the Bidder shall within five (5) Business Days of a request by the Contract Administrator, provide a completed Social Procurement Plan.</p> <p>#. SUPPLEMENTAL CLAUSES The Contractor shall commit to purchasing from social enterprises and diverse businesses as suppliers and subcontractors as part of the performance of this Contract. A social enterprise is a business that seeks to achieve a defined social, cultural, or environmental goal and the majority of net profits are reinvested in the social, cultural, or environmental goal. It often involves a mandate to hire, train and provide wrap-around supports for people facing multiple barriers to employment. A diverse businesses is a business that is at least 51 per cent owned, managed, and controlled by an Equity Group.</p> <p>This commitment is inclusive of subcontractor spend on materials, services and subcontracting with social enterprises and diverse businesses, and the Contractor will be required to report on their subcontractors spend on materials and services with social enterprises and diverse businesses if the subcontractor contract is greater than \$100,000.</p> <p>The Contractor shall commit to X% of Contractor spend on materials, services and subcontracting with social enterprises and diverse businesses on this Contract. [Optional to include a minimum threshold]</p> <p>$X\% = \frac{\\$ \text{ Spend on materials, services and subcontracting with social enterprises and diverse businesses on this Contract}}{\\$ \text{ Total contractor spend on all materials, services and subcontracting on this Contract}}$</p> <p>SOCIAL PROCURMENT PLAN 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.</p> <p>[Add the Social Procurement Plan to the Commencement clause]</p> <p>EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY The Employee Voluntary Self Identification Survey has been included as a resource see Form N: Employee Voluntary Self Identification Survey.</p> <p>FORM M SOCIAL PROCURMEENT PLAN (form) FORM N EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY (form)</p> <p>Social Procurement Plan Questions: 1. The Contractor commits to _____ % of Contractor spend on materials, services and subcontracting with social enterprises and diverse businesses.</p>	<p>#. REPORTING The Contractor shall keep detailed records of the following:</p> <p>1. The percentage of and actual dollar values spent with social enterprises and diverse businesses, under the Contract to the date of the report, including a breakdown of the amount spent with each business; 2. A projection for the percentage of and dollar values to be spent with social enterprises and diverse businesses, in future months of the Contract, including a planned schedule for the achievement of these figures.</p> <p>The Contractor shall provide the Contract Administrator a progress report midway through the Contract period and upon completion of the Contract period.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>	<p>#. REPORTING The Contractor shall keep detailed records of the following:</p> <p>1. The percentage of and actual dollar values spent with social enterprises and diverse businesses, under the Contract to the date of the report, including a breakdown of the amount spent with each business; 2. A projection for the percentage of and dollar values to be spent with social enterprises and diverse businesses, in future months of the Contract, including a planned schedule for the achievement of these figures.</p> <p>The Contractor shall submit the required reporting within X (state in words and then in numbers) Calendar Days (Calendar or Business Days) of the request from a Contract Administrator.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>

Topic	Clause Language	Reporting Language (Construction Contracts ONLY)	Reporting Language (Other Contracts)
	<p>2. Provide a detailed strategy for how the Contractor will meet the above commitment, including how the Contractor proposes to allocate spend during the life of the Contract and which businesses will be used.</p>		

Topic	Clause Language	Reporting Language (Construction Contracts ONLY)	Reporting Language (Other Contracts)
Indigenous Business in the Supply Chain	<p># BIDDING PROCEDURE CLAUSES (QUALIFICATION):</p> <p>B14.1 d) submit a completed Social Procurement Plan</p> <p>Further to B14.1 d), the Bidder shall within five (5) Business Days of a request by the Contract Administrator, provide a completed Social Procurement Plan.</p> <p>#. SUPPLEMENTAL CLAUSES</p> <p>The Contractor shall commit to purchasing from Indigenous businesses as suppliers and subcontractors as part of the performance of this Contract. Indigenous business is a business that is 51 per cent owned, managed, and controlled by one or more Indigenous Persons of Canada (member of a First Nation, the Red River Métis Nation, or Inuit communities).</p> <p>This commitment is inclusive of subcontractor spend on materials, services and subcontracting with Indigenous businesses, and the Contractor will be required to report on their subcontractors spend on materials, services and subcontracting with Indigenous businesses if the subcontractor contract is greater than \$100,000.</p> <p>The Contractor shall commit to X% of Contractor spend on materials, services and subcontracting with Indigenous businesses on this Contract. [Optional to include a minimum threshold]</p> <p>$X\% = \frac{\\$ \text{ Spend on materials, services and subcontracting with Indigenous businesses on this Contract}}{\\$ \text{ Total spend on all materials, services and subcontracting on this Contract}}$</p> <p>SOCIAL PROCURMENT PLAN</p> <p>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.</p> <p>[Add the Social Procurement Plan to the Commencement clause]</p> <p>EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY</p> <p>The Employee Voluntary Self Identification Survey has been included as a resource see Form N: Employee Voluntary Self Identification Survey.</p> <p>FORM M SOCIAL PROCURMEENT PLAN (form)</p> <p>FORM N EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY (form)</p> <p>Social Procurement Plan Questions:</p> <ol style="list-style-type: none"> 1. The Contractor commits to _____ % of Contractor spend on materials, services and subcontracting with Indigenous businesses. 2. Provide a detailed strategy for how the Contractor will meet the above commitment, including how the Contractor proposes to allocate spend during the life of the Contract and which businesses will be used. 	<p>#. REPORTING</p> <p>The Contractor shall keep detailed records of the following:</p> <ol style="list-style-type: none"> 1. The percentage of and actual dollar values spent with Indigenous businesses under the Contract to the date of the report, including a breakdown of the amount spent with each business; 2. A projection for the percentage of and dollar values to be spent with Indigenous businesses in future months of the Contract, including a planned schedule for the achievement of these figures. <p>The Contractor shall provide the Contract Administrator a progress report midway through the Contract period and upon completion of the Contract period.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>	<p>#. REPORTING</p> <p>The Contractor shall keep detailed records of the following:</p> <ol style="list-style-type: none"> 1. The percentage of and actual dollar values spent with Indigenous businesses under the Contract to the date of the report, including a breakdown of the amount spent with each business; 2. A projection for the percentage of and dollar values to be spent with Indigenous businesses in future months of the Contract, including a planned schedule for the achievement of these figures. <p>The Contractor shall submit the required reporting within X (state in words and then in numbers) Calendar Days (Calendar or Business Days) of the request from a Contract Administrator.</p> <p>Social Value Reporting Template The Social Value Reporting Template has been included as a resource see Form O: Social Value Reporting Template</p> <p>FORM O SOCIAL VALUE REPORTING TEMPLATE (form)</p>

Environmental Clauses

Topic	Clause Language	Contract Language (All Contracts)
Third-Party Eco Certifications	<p>In the delivery of this Contract, X% of Materials used must be X certified or in the delivery of this Contract, Materials used must be X certified</p> <p>[Examples of third party certifications include Forest Stewardship Council (FSC) for paper/wood products, ENERGY STAR for energy efficient products, EPEAT for laptops and tech, the recycling symbol for recyclable products, EcoLogo for a variety of products and services, or Green Key for event facilities. Consult with the Sustainable Procurement Liaison on what certification(s) should be used for your procurement.]</p>	<p>#. REPORTING The Contractor shall keep detailed records and report on the total number of products used that are X certified.</p> <p>The Contractor shall submit the required reporting within X Calendar Days of the request from a Contract Administrator.</p>
Local Food	<p>In the delivery of this Contract, X% of food materials used must be local food.</p> <p>Local food is food produced in Manitoba or within 50 kms of the Manitoba border.</p>	<p>#. REPORTING The Contractor shall keep detailed records and report on the total percentage of local food used. Local food is food produced in Manitoba or within 50 kms of the Manitoba border.</p> <p>The Contractor shall submit the required reporting within X Calendar Days of the request from a Contract Administrator.</p>
Sustainable Food	<p>In the delivery of this Contract, X% of food Materials used must be certified as sustainable food. Sustainable food certification can include certifications from Canada Organic, USDA Organic, Fair Trade, Fair Trade USA, or Fair Trade international, Grassfed (Humane Farm Animal Care Grassfed, Animal Welfare Approved Grassfed, or American Grassfed Association), Humanely raised (Animal Welfare Approved or Humane Farm Animal Care), Pasture raised (Animal Welfare Approved), Sustainable-Sourced Seafood (Seafood Watch, Marine Stewardship Council), Non-GMO, No Hormones (foods produced without the use of artificial fertilizers or hormones or antibiotics except for the treatment of disease).</p>	<p>#. REPORTING The Contractor shall keep detailed records and report on the total percentage of sustainable food used. Sustainable food certification can include certifications from the following: Canada Organic, USDA Organic, Fair Trade, Fair Trade USA, or Fair Trade international, Grassfed (Humane Farm Animal Care Grassfed, Animal Welfare Approved Grassfed, or American Grassfed Association), Humanely raised (Animal Welfare Approved or Humane Farm Animal Care), Pasture raised (Animal Welfare Approved), Sustainable-Sourced Seafood (Seafood Watch, Marine Stewardship Council), Non-GMO, No Hormones (foods produced without the use of artificial fertilizers or hormones or antibiotics except for the treatment of disease).</p> <p>The Contractor shall submit the required reporting within X Calendar Days of the request from a Contract Administrator.</p>

Environmental Specifications

Commodity	Topic
Advertising & Marketing Surveys	<i>To be filled in</i>
Aggregate, Asphalt, Cement, Gravel, Sand and Soil	<i>To be filled in</i>
Appliances	Energy Star Certified
Arts, Crafts: Equipment and Supplies	<i>To be filled in</i>
Auction and Disposal of Surplus	<i>To be filled in</i>
Batteries (Vehicle, Equipment, AC)	<p>Batteries over 5kg: Contractors responsible for recycling batteries over 5kg must be recycled through a steward approved by the Canadian Battery Association (CBA). A list of CBA-approved stewards can be found here: http://canadianbatteryassociation.ca/index.php/manitoba.</p> <p>Batteries below 5kg: Recycle</p> <p><i>(Source: Province of Manitoba Quick Guide for Sustainable Purchasing)</i></p>
Building Cleaning and Equipment Supplies and Services	<p>Cleaning Supplies (example: all-purpose cleaners, floor strippers, toilet bowl cleaners, etc.): Must be EcoLogo or Green Seal certified</p> <p>Please note <u>floor cleaners and floor strippers</u> selected must be compatible with the floor manufacturer's specifications.</p> <p>Cleaning Services: Cleaning services must use cleaning supplies and products with the sustainable specifications mentioned in this document.</p> <p><i>(Source: Province of Manitoba Quick Guide for Sustainable Purchasing)</i></p>
Bulk Water	<i>To be filled in</i>

Commodity	Topic
Carpet, Upholstery and Window Cleaning Services	<p>Cleaning Supplies (example: all-purpose cleaners, floor strippers, toilet bowl cleaners, etc.): Must be EcoLogo or Green Seal certified</p> <p>Please note floor cleaners and floor strippers selected must be compatible with the floor manufacturer’s specifications.</p> <p>Cleaning Services: Cleaning services must use cleaning supplies and products with the sustainable specifications mentioned in this document.</p> <p>(Source: Province of Manitoba Quick Guide for Sustainable Purchasing)</p>
Cemetery Supplies and Services	<i>To be filled in</i>
Chemicals and Lubricants	<i>To be filled in</i>
Clothing & Textiles	<ul style="list-style-type: none"> • organic, bio-based or recycled content textiles • transparent and published labour and human rights standards • certified organic natural fibers (ex. wool, cotton, linen) • highly renewable fibers (ex. Bamboo, hemp) • low impact recycled synthetic fibers (ex. Polyester) • design and colour choices aimed at longevity • garments to be easily laundered and cleaned with cool water • Third party certifications like Fair Trade (FLO) or Better Cotton Initiative <p>(Source: Province of Manitoba Quick Guide for Sustainable Purchasing)</p>
Communication Equipment Supplies and Services	<i>To be filled in</i>

Commodity	Topic
Computer Equipment Supplies and Services	<p>Must meet one of the following criteria:</p> <ul style="list-style-type: none"> • EPEAT registered • Third party certified under a multi-attribute sustainability standard or ISO Type 1 ecolabel developed/administered by a Global Ecolabelling Network or ISEAL Alliance member organization (e.g., Blue Angel, TCO Certified, UL Ecologo), AND/OR • Labeled under a single-attribute standard for electrical equipment (e.g., ENGERY STAR, EU Energy A or higher, or local equivalent)." <p><i>(Source: Province of Manitoba Quick Guide for Sustainable Purchasing)</i></p>
Construction Materials, HVAC (filters), Electrical and Plumbing Supplies and Services	<i>To be filled in</i>
Construction Services	<i>To be filled in</i>
Demolition Services	<i>To be filled in</i>

Commodity	Topic
Disposable Paper Product	<ul style="list-style-type: none"> • Must be FSC certified and/or Ecologo and/or Green Seal certified • Must be process chlorine-free <p><u>Dinnerware (e.g. cups, plates, bowls, utensils, and food containers)</u></p> <ul style="list-style-type: none"> • Must be Biodegradable Products Institute (BPI) certified • If dinnerware is not BPI certified, request the following: • Dinnerware must meet ASTM-D6400 and ASTM-D6868 standards • All printing must be of water-based or vegetable-based ink • Request for products with compostable resins produced from agricultural waste products <p><u>2. Paper napkins</u></p> <ul style="list-style-type: none"> • Show preference for napkins that are BPI certified. • If napkins are not BPI certified, request EcoLogo or Green Seal certification or the following: • Napkins must contain at least 40% post-consumer waste • Napkins must be Process Chlorine Free • Virgin fibers used must come from forests that are certified as sustainably managed (FSC, SFI, or PEFC certified) • All printing must be of water-based or vegetable-based inks <p>Note: instead of purchasing compostable dinnerware, consider procuring permanent dinnerware for your organization where feasible (e.g. cafeterias and kitchens) and encourage employees to use their own personal coffee mugs or drinking glasses.</p> <p><i>(Source: Province of Manitoba Quick Guide for Sustainable Purchasing)</i></p>
Dry cleaning services	<i>To be filled in</i>

Commodity	Topic
Electronic Components and Supplies	<p>Must meet one of the following criteria:</p> <ul style="list-style-type: none"> • EPEAT registered • Third party certified under a multi-attribute sustainability standard or ISO Type 1 ecolabel developed/administered by a Global Ecolabelling Network or ISEAL Alliance member organization (e.g., Blue Angel, TCO Certified, UL Ecologo), AND/OR • Labeled under a single-attribute standard for electrical equipment (e.g., ENGERY STAR, EU Energy A or higher, or local equivalent)." <p><i>(Source: Province of Manitoba Quick Guide for Sustainable Purchasing)</i></p>
Elevator Maintenance	<i>To be filled in</i>
Energy and Fuels	<i>To be filled in</i>
Financial Services	<i>To be filled in</i>
Fire Extinguisher and Alarm Equipment and Services	<i>To be filled in</i>
Fitness & Leisure Equipment Suppliers & Services	<i>To be filled in</i>
Flat Sheet Paper	<p>Paper shall be certified by Forest Stewardship Council (FSC). Paper shall contain not less than X (30-100)% Post-Consumer Waste (PCW), Paper should be processed chlorine free.</p>

Commodity	Topic
Food and Concession Supply and Services	<p><u>Coffee, tea and hot chocolate</u></p> <ul style="list-style-type: none"> • Coffee must be Fairtrade (FLO) certified or Contractors must provide proof from an independent third party that Fairtrade criteria are met. <ul style="list-style-type: none"> o Products carrying a Fair Trade label, or imported and distributed by Fair Trade Organizations, will be deemed to comply. Contractors can prove compliance with the requirements by any other appropriate means. • Tea must be Fairtrade (FLO) certified and/or Rainforest Alliance certified or Contractors must provide proof from an independent third party that Fairtrade and/or Rainforest Alliance criteria are met. <ul style="list-style-type: none"> o Products carrying a Fair Trade and/or Rainforest Alliance label will be deemed to comply. Contractors can prove compliance with the requirements by any other appropriate means. • Hot chocolate must be Fairtrade (FLO) certified or Contractors must provide proof from an independent third party that Fairtrade criteria are met. <ul style="list-style-type: none"> o Products carrying a Fair Trade label, or imported and distributed by Fair Trade Organizations, will be deemed to comply. Contractors can prove compliance with the requirements by any other appropriate means. <p><u>Catering, food service providers, cafeterias, etc.</u></p> <p>Request Contractor meet the following criteria for at least 25% (by cost) of the total combined food and beverages:</p> <ul style="list-style-type: none"> • Produced within 160 km radius of site (written evidence must be provided to verify the environmental claim) • Canada Organic • US Certified Organic • Fair Trade Certified by Fairtrade International (FLO) • Marine Stewardship Council Eco-Label

Commodity	Topic
Furniture	<ul style="list-style-type: none"> • Must be either GREENGUARD or SCS Indoor Advantage certified. For furniture excluded from the above certifications: Select wood products and wood components that have an environmental certification (FSC, SFI or PEFC) • Foam cushioning must be manufactured without the use of CFCs or HCFCs • Adhesives used in construction must be formaldehyde-free • Furniture glues and adhesives must be low VOC or VOC-free (water-based); Contractor to supply a Material Safety Data Sheet (MSDS) for all adhesives used in the manufacturing process • Metal components must be powder-coated and contain a minimum average 30% recycled content, preferably including post-consumer recycled content • Plastic components must contain post-consumer recycled content • Fabric options must include biodegradable or recycled content; fabric dyes must be non-toxic and Contractor must submit a MSDS for any additional chemical used to treat fabric (ex. for mothproofing, inhibiting mold, mildew resistance, flame retarding) • Lighting components shall be equipped with energy efficient lighting • Furniture must be durable, easy to maintain, and easy to disassemble and recycle <p><i>(Source: Province of Manitoba Quick Guide for Sustainable Purchasing)</i></p>
Hand Tools, Power Tools, Equipment, and related Supplies and Services	<i>To be filled in</i>
Hired Equipment	<i>To be filled in</i>
Hoist, Lifts and Services	<i>To be filled in</i>
Industrial Gases	<i>To be filled in</i>
Insecticides, Herbicides Products and Services	<i>To be filled in</i>
Lab Testing Supplies and Services	<i>To be filled in</i>
Library Equipment and Supplies	<i>To be filled in</i>
Lighting and Signage Supplies and Services	<i>To be filled in</i>
Management Consultant Services	<i>To be filled in</i>

Commodity	Topic
Medical & Safety Equipment, Supplies & Services	<i>To be filled in</i>
Medical Gases	<i>To be filled in</i>
Moving & Courier Services	<p>To minimize greenhouse gas emission and solid waste production, the Contractor should be encouraged to develop sustainable strategies including:</p> <ul style="list-style-type: none"> • Product delivery consolidations and no excessive packaging • Efficient logistics and route planning (ex. one-day-a-week deliveries, minimal left turns) • No idling of vehicles • Use of fuel efficient delivery vehicles <p><i>(Source: Province of Manitoba Quick Guide for Sustainable Purchasing)</i></p>
Packing Equipment Supplies and Services	<i>To be filled in</i>
Paint	<p>Adhesives, shellacs, finishes, varnishes, paints/coatings Must meet the California Code of Regulations maximum allowable Volatile Organic Compounds (VOCs) for Specific Product Category (http://www.arb.ca.gov/consprod/regs/regs.htm)</p> <p><i>(Source: Province of Manitoba Quick Guide for Sustainable Purchasing)</i></p>
Pest Control	<i>To be filled in</i>
Photographic Equipment, Supplies and Services	<i>To be filled in</i>
Plant and Animal Products Maintenance and Services	<i>To be filled in</i>
Playground Equipment	<i>To be filled in</i>
Police, Fire, Equipment Supplies and Services	<i>To be filled in</i>
Pre-Qualification Lists	<i>To be filled in</i>

Commodity	Topic
Printing Services	<p>When purchasing printing services, specify the following:</p> <ul style="list-style-type: none"> *Water-based or vegetable-based inks *Paper must be either: Forest Stewardship Council (FSC) 100% Certified; FSC Mix Certified; or FSC Recycled Certified. *FSC Certified Printers, which are part of the FSC chain of custody certification, must be selected and the appropriate FSC trademark must be placed on printed materials. *Show preference for paper whitening using bleaching agents that do not contain chlorine compounds (e.g. Process Chlorine-free). <p>(Source: Province of Manitoba Quick Guide for Sustainable Purchasing)</p>
Professional Engineering Consultant Services	<i>To be filled in</i>
Promotional Products	<p><u>Bags and tote bags</u> Fabric must be: Ø Certified organic natural fibers (ex. wool, cotton, linen), or Ø Highly renewable fibers (ex. bamboo, hemp), and/or Ø Low-impact recycled synthetic fibers (ex. polyester) For added social and environmental benefit, consider purchasing bags and totes with a third-party certification, such as Fair Trade (FLO) or the Better Cotton Initiative</p> <p><i>Re-useable plastic drinkware (ex. travel mugs, can coolers, sports bottles)</i></p> <ul style="list-style-type: none"> · Bisphenol A (BPA) free · Polyvinyl chloride (PVC) free · Minimum 15% recycled content · Packaging made up of 100% post-consumer waste materials <p><u>Lanyards</u> Made from organic cotton or 100% recycled plastic</p> <ul style="list-style-type: none"> · Request Contractor to place the “environmental feature” on the lanyards (ex. “made from 100%

Commodity	Topic
	<p>recycled plastic bottles”)</p> <p><u>Metal-based promotional products (ex. key chains, medals, pins, ornaments)</u> Products must not contain heavy metals (e.g. must be lead-free)</p> <p><u>Electronic gadgets (ex. flashlights, tire pressure gauges, calculators, radios)</u> Preference for energy source to be renewable (e.g. solar, rechargeable, etc.) rather than single-use battery-operated. · LED bulbs (if applicable)</p> <p><u>Plaques and awards</u> Depending on the plaque or award, look for: Ø Sustainable wood products Ø Low toxicity and no heavy metals in products (e.g. must lead-free) Ø Products with high recycled content</p> <p><u>Gifts of appreciation</u> Gifts should be made by local artisans or; if local options are not available, purchase Fairtrade (World Fair Trade Organization, Fair Trade Federation) crafts and artisan products.</p> <p><i>(Source: Province of Manitoba Quick Guide for Sustainable Purchasing)</i></p>
Propane	<i>To be filled in</i>
Real Estate Services	<i>To be filled in</i>
Refrigeration Services (Ice plants)	<i>To be filled in</i>
Security Services	<i>To be filled in</i>
Septic and Pit Cleaning Services	<i>To be filled in</i>
Snow Clearing	<i>To be filled in</i>
Software and Software Solutions	<i>To be filled in</i>
Solid Waste, Sludge & Leachate transportation	<i>To be filled in</i>

Commodity	Topic
Stationary Supplies and Services	<p>Adhesive notes Must be FSC certified</p> <p>Kraft envelopes Minimum 10% post-consumer waste content · Certification by one of the following:</p> <ol style="list-style-type: none"> 1. Forest Stewardship Council 2. Sustainable Forestry Initiative 3. Programme for the Endorsement of Forest Certification <p><i>(Source: Province of Manitoba Quick Guide for Sustainable Purchasing)</i></p>
Tires - Purchase, Repair and Services	<i>To be filled in</i>
Traffic Signal Supplies and Services	<i>To be filled in</i>
Transportation, Accessible Transportation Services and Towing	<i>To be filled in</i>
Uniform and Mat Services and Rental	<i>To be filled in</i>
Vehicles, Mobile Equipment, Part, Supplies and Services	<i>To be filled in</i>
Water & Sewer Parts, Supplies and Services	<i>To be filled in</i>

Supporting Tools

Appendix A - FORM M SOCIAL PROCURMEENT PLAN (form)

Appendix B - FORM N EMPLOYEE VOLUNTARY SELF IDENTIFICATION SURVEY (form)

Appendix C – FORM O SOCIAL VALUE REPORTING TEMPLATE (form)

All of the above Forms can be found at [Sustainable procurement - Purchasing - CityNet](#) under the Resources section.

Glossary

Term	Definition
2SLGBTQIA+ peoples	Refers to Two-Spirit, Lesbian, Gay, Bisexual, Trans, Queer, Questioning, Intersex, Asexual, Plus peoples.
Diverse business	A business that is at least 51 per cent owned, managed, and controlled by an Equity Group.
Equity Groups	Groups 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 2SLGBTQIA+ (Two-spirit, Lesbian, Gay, Bisexual, Trans, Queer, Questioning, Intersex, Asexual, plus) Peoples.
Indigenous business	A business that is 51 per cent owned, managed, and controlled by one or more Indigenous Persons of Canada (member of a First Nation, the Red River Métis Nation, or Inuit communities).
Indigenous Rightsholders	<p>Refers to the Red River Métis Nation, First Nations, and Inuit Rightsholders. Rightsholders in this context refers to both Treaty and Aboriginal rights, which were given constitutional recognition in Section 35 (1) of The Constitution Act, 1982.</p> <p>Indigenous Rights include a range of cultural, social, political, and economic rights held by Indigenous Peoples, including the right to establish treaties; and include the right to land to practice the right to fish, to hunt, and to practice one’s own culture.</p>
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.

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. <i>Employment Equity Act</i>) 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.
Rfx	Refers to Request for X, i.e. Request for Qualification, Request for Proposal, Request for Information
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.
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.
Social Enterprise	A business that seeks to achieve a defined social, cultural, or environmental goal and the majority of net profits are reinvested in the social, cultural, or environmental goal. It often involves a mandate to hire, train and provide wrap-around supports for people facing multiple barriers to employment.
Social procurement	Is the practice of leveraging procurement to generate added social value above and beyond the value of the goods or services themselves.
Social Procurement Plan	A plan submitted by the Contractor as a part of their Tender or RFX submission. The plan will outline how the Contractor plans to deliver on the Social Procurement Clause through the Contract.
Social Value Clause	A contractual requirement, used in Tenders or RFXs, that can drive measurable social, Indigenous and environmental outcomes from the City of Winnipeg's procurement.

Sustainable Procurement	The practice of embedding relevant sustainability considerations into the selection of goods and services, along with traditional factors such as price, quality, service, and other functional specifications. Sustainable procurement means getting best value for an organization over the total life of a good or service, while seeking opportunities that address environmental, ethical, social, and Indigenous opportunities and risks.
Veterans	Refers to any former member of the Canadian Armed Forces who successfully underwent basic training and is honorably discharged.
Women	Refers to all people who identify as women, whether they are cisgender or transgender women.