



Supply Chain Code of Ethics (SCCE)

Cota's Board of Directors has approved a Supply Chain Code of Ethics (SCCE) which supplements Cota's Code of Ethics with principles specifically applicable to supply chain activities. It has three main principles as follows:

- a) **Personal Integrity and Professionalism:** Individuals must act, and be seen to act with integrity and professionalism. Honesty, care and due diligence must be integral to all Supply Chain Activities within and between BPS organizations, suppliers and other stakeholders. Respect must be demonstrated for each other and for the environment. Confidential information must be safeguarded. Individuals participating in Cota's supply chain activities must not engage in any activity that may create, or appear to create, a conflict of interest, such as accepting gifts or favors, providing preferential treatment, or publicly endorsing suppliers or products.
- b) **Accountability and Transparency:** Supply Chain Activities must be accountable and transparent. In particular, all contracting and purchasing activities using public funds must be fair, transparent and conducted with a view to obtaining the best value for money. All participants must ensure that public sector resources are used in a responsible, efficient and effective manner.
- c) **Compliance and Accountability:** Individuals involved in Supply Chain Activities must comply with this Supply Chain Code of Ethics, any other related Cota policy and the laws of Canada and Ontario. Individuals should continuously work to improve Supply Chain policies and procedures, to improve their supply chain knowledge and skill levels, and to share leading practices.

The SCCE is binding on all individuals involved in Cota's supply chain activities.

