



## Apparel Purchases and Fair Labour Practices

Next Scheduled Review: 2025-2026	
Approved Policies and Procedures <a href="#">I-25 Purchasing</a> <a href="#">VI-11 Purchasing</a> <a href="#">II-41 School Uniform Dress Code – School Dress Code</a>	

### Purpose

HCDSB to take all reasonable measures to ensure that clothing, including school uniforms, purchased for students is made by vendors who are equal to or better than the standards set by the International Labour Organization (ILO).

### Application and Scope

This policy applies to all apparel purchasing activities carried out by all departments, schools and services of the Halton Catholic District School Board (HCDSB).

### References

[International Labour Organization \(ILO\)](#)

### Principles

The manner in which clothing, including school uniforms, is produced under just, safe and fair working conditions that are equal to or better than the standards set by the United Nations International Labour Organization gives witness to our Catholic faith and the social teachings of the Catholic Church.

The dignity of the human person is contingent, in part, upon dignified conditions for human work.

All parties to any apparel purchase jointly bear the moral obligation to ensure that finished clothing and the products from which it is made have been produced under fair and dignified working conditions.

██████████ will commit under contract to supplying apparel obtained and/or produced under safe, just and fair working conditions as defined under the

Non-compliance with the provisions of this policy shall constitute cause for vendors, their subsidiaries, sub-contractors and manufacturers to be removed from the HCDSB constitutes sufficient cause for a determination of breach of contract between the HCDSB and the vendor.

## Requirements

1. ~~██████████ will provide a list of references of vendors and subcontractors to the HCDSB for monitoring agencies acceptable to the HCDSB.~~ ~~██████████ shall be responsible for monitoring and ensuring that labour practices and conditions meet the requirements of the HCDSB's policy.~~
2. ~~██████████ shall be required to include and follow the provisions of the HCDSB's policy in a vendor's code of conduct or compliance policy (i.e. Apparel Vendor Compliance Form).~~
3. ~~██████████ shall be required to disclose to the HCDSB information regarding manufacturing facilities and subcontractors including:~~
  - 3.1. ~~The phone number, fax number and other details relating to the sites/factories where the apparel is produced.~~
  - 3.2. ~~The same information as in 3.1 when new sites/factories are used in the production of the~~
4. Prospective vendors must agree to conduct their own monitoring and review process to ensure that the manufacturing sites adhere to the ethical standards and labour codes agreed upon in this policy.
 

██████████ must provide the HCDSB with credible and transparent yearly reports indicating compliance with this policy. The reports shall include:

  - 4.1. Information on vendors' monitoring and verification program(s)
  - 4.2. The name of the third-party auditing organization and the findings of monitoring and third-party audits
  - 4.3. The same information as in 4.2 when a change of third-party auditor is made by a vendor.
5. ~~In the event that a vendor is found to be non-compliant with the provisions of the policy, the HCDSB will insist that corrective action be taken by the vendor in the shortest time and possible but not longer than six (6) months. If the vendor fails/refuses to rectify the same to the satisfaction of the HCDSB's designate, the HCDSB is authorized to terminate the contract on 30 days' notice.~~
6. Purchasing Services Department shall:
  - 6.1. make non-adherence complaints to this policy.
  - 6.2. Inform HCDSB requisitioners

Policy No. I-



APPAREL VENDOR COMPLIANCE FORM

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VENDOR NAME

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ADDRESS

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CITY

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POSTAL CODE