



Ontario Shared Services
Supply Chain Ontario

Vendor Notice Ethical Apparel Procurement Requirements

Date: January 2014

New ethical apparel procurement requirements effective immediately

The Ministry of Government and Consumer Services (MGCS) has introduced, effective immediately, new ethical apparel procurement requirements that apply to the purchase of apparel estimated at or above \$5,000 including applicable taxes, incidental charges and expenses.

“Apparel” is considered to be clothing, including personal attire, uniforms, outerwear and footwear.

In the new global economy, a high percentage of apparel is manufactured in emerging nations and this provides an opportunity for the government to demonstrate strategic leadership by enhancing procurement policies that embed ethical expectations in government procurement.

These requirements include:

- At the time of award, the vendor provide Responsible Manufacturers Information (RMI), including the name and address of all factories and production facilities used in the manufacture and assembly of the product, as a condition of contract award;
- When submitting RMI, the vendor confirm that, to the best of their knowledge, the manufacturer and any subcontractors for the item(s) offered comply with all local laws governing labour and working conditions and will continue to do so throughout the duration of any contract(s) resulting from the procurement.

The information provided by vendors will be posted on the [Ethical Apparel Procurement section of the MGCS internet site](#).

These requirements must be followed by all Ontario government ministries, clusters, and certain agencies. Other agencies such as the LCBO, OPG, WSIB and Broader Public Sector organizations such as hospitals and universities are encouraged to follow the spirit of these requirements.

If you require more information about the Ethical Apparel Procurement Requirements, you can contact Supply Chain Ontario, MGCS via e-mail at doingbusiness@ontario.ca.

Frequently Asked Questions

1. Why is the Ontario government implementing new ethical apparel procurement requirements?

There is an increasing expectation for the government to demonstrate commitment to social responsibility in procurement processes and protect vulnerable workers within its supply chain.

In the new global economy, a high percentage of apparel is manufactured in emerging nations. Ontario is enhancing its procurement policy framework in response to this global phenomenon by introducing the new ethical apparel procurement requirements.

Ontario is leveraging its spending to promote more responsible apparel production and help protect vulnerable workers around the world. By joining other jurisdictions which have similar ethical procurement frameworks in place, we are sending the right message of fair and responsible production and procurement.

2. At what stage in the procurement process will vendors be asked to submit the Responsible Manufacturers Information (RMI)?

The successful vendor will be requested to provide RMI when the letter of selection is sent to them. The letter of selection will include the RMI form.

Ministries will be responsible for providing the completed RMI to the Ministry of Government and Consumer Services who is responsible for making the information publicly available.

3. For what level of subcontractors will RMI be provided?

The required RMI shall include names and locations of all factories and production facilities used in the manufacture and assembly of each item of apparel offered, but not components of the apparel, such as buttons, zippers, fabric, etc.

4. How will the collected information be made available to the public?

As a result of the new Ethical Apparel Procurement Requirements, Ontario will acquire and post the collected information on the [Ethical Apparel Procurement section of the MGCS internet site](#).

5. Will additional time be provided for vendors to obtain the RMI details?

The specific RFB and Letter of Selection will establish the time permitted to provide the required information. This model reflects other mandatory conditions for contract award such as tax compliance and insurance. MGCS will provide early disclosure of the requirements in procurement documents and vendor consultations, and vendors will be encouraged to start preparing this information at the time of bidding.

6. How are complaints handled if it is found that manufacturers or subcontractors have violated local laws?

The government will mitigate complaints by using contractual terms and conditions as primary levers to address performance or compliance concerns. Onus will be placed on the contracted party to demonstrate that complaints are unfounded.

Vendors who are found to be in breach of contractual obligations may have their contracts terminated by the Government of Ontario.

7. Who can I contact if I have additional questions?

If your organization requires further information about the new Ethical Apparel Procurement Requirements, please contact Supply Chain Ontario, MGCS at doingbusiness@ontario.ca.