

**Section:** Corporate- Procurement**Approved By:** Administrative Committee

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**Purpose:**

It is the policy of RMH to ensure an ethical, professional and accountable supply chain process for Ross Memorial Hospital.

The RMH Procurement Code of Ethics, in addition to applicable provincial and federal regulations, sets the minimum standards of behaviour and conduct expected from all employees and all internal service providers (inclusive of physicians, students, volunteers, contractors and Board Members) at all times. Compliance with the Procurement Code of Ethics is mandatory.

**I. Personal Integrity and Professionalism**

Individuals involved with supply chain activities 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 Broader Public Sector organizations, suppliers and other stakeholders. Respect must be demonstrated for each other and for the environment. Confidential information must be safeguarded. Participants must not engage in any activity that may create, or appear to create, a conflict of interest, such as accepting gifts or favours, providing preferential treatment, or publicly endorsing suppliers or products.

**II. Accountability and Transparency**

Supply chain activities will be open and accountable. In particular, contracting and purchasing activities will be fair, transparent and conducted with a view to obtaining the best value for public money. All RMH employees will ensure that hospital sector resources are used in a responsible, efficient and effective manner.

**III. Compliance and Continuous Improvement**

Individuals involved with purchasing or other supply chain activities must comply with this Code of Ethics 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.

**References:**

1. Canada Free Trade Agreement (CFTA); <https://www.cfta-alec.ca/wp-content/uploads/2017/06/CFTA-Consolidated-Text-Final-Print-Text-English.pdf>
2. Ontario-Quebec Trade and Cooperation Agreement (OQTCA); <https://www.ontario.ca/document/trade-and-cooperation-agreement-between-ontario-and-quebec-0>
3. Canada-European Union (EU) Comprehensive Economic and Trade Agreement (CETA); <https://www.international.gc.ca/trade-commerce/trade-agreements-accords-commerciaux/agr-acc/ceta-aecg/text-texte/toc-tdm.aspx?lang=eng>
4. Broader Public Sector (BPS) Procurement Directive; <https://www.doingbusiness.mgs.gov.on.ca/mbs/psb/psb.nsf/EN/bps-procurementdirective>
5. *Broader Public Sector Accountability Act* (BPSAA); <https://www.ontario.ca/laws/statute/10b25?search=BPSAA#BK47>