

Employment and Social Development Canada
Pilot Policy on Social Procurement for Catering Services

1.0 Objective

Employment and Social Development Canada (ESDC) has launched a 2-year pilot program to support Social Procurement facilitated through acquisition cards for Catering from recognized Social Enterprises (SEs).

2.0 Policy Statement

Acquisition card holders are encouraged, whenever feasible, to purchase catering services for events from SEs in the National Capital Region (NCR). See Annex A for an initial list of recognized SEs. All government and departmental policies and procedures with respect to acquisition card use and contracting continue to apply.

3.0 Effective Date

This policy is effective 01 May 2018.

4.0 Application

This policy applies to all departmental acquisition card holders acquiring catering services within the NCR.

5.0 Definitions

A "Social Enterprise" is a supplier who seeks to achieve social, cultural or environmental aims through the sale of goods and services in which the majority of net profits must be directed to a social objective (e.g., reducing environmental impacts of its products or including local training in the community) with limited distribution to shareholders and owners.

"Social Procurement" is defined as leveraging the government's buying power through procurement to support socio-economic objectives and to generate positive societal impacts. Among other ways, social procurement can be achieved by: purchasing goods and services from targeted diverse suppliers and social enterprises; or incorporating social benefits requirements into procurement documents.

6.0 Context

The Minister of Families, Children and Social Development and the Minister of Employment, Workforce Development and Labour were given a mandate in November 2015 to develop a [Social Innovation and Social Finance](#) Strategy for Canada. A co-creation Steering Group was announced in June 2017 to develop the Strategy with the Government of Canada. Leveraging existing government procurement practices and purchasing activities to create social value and creating a sustained demand for SEs have been identified as key areas of action by the Steering Group under a proposed Strategy to be released by June 2018.

In addition, the Minister of Public Services and Procurement Canada was tasked to “modernize procurement practices so that they are simpler, less administratively burdensome, deploy modern comptrollership, encourage greater competition, and include practices that support our economic policy goals, including innovation, as well as green and social procurement.”

In support of these goals, ESDC is launching this pilot to support the concept of social procurement. The proposed pilot aims to increase the use of acquisition cards with SEs, namely in the area of catering services. This will be an initial step in supporting and informing approaches to social procurement across the Government of Canada.

Beyond this pilot, ESDC is also exploring social procurement and developing a larger strategy whereby social value criteria shall be incorporated into ESDC contracting processes under certain conditions.

7.0 Roles and Responsibilities

The Income Security and Social Development Branch (ISSD),

- sets the agenda for social innovation and social finance in ESDC;
- determines how enterprises meet the social enterprise requirement; and
- evaluates the effectiveness of this pilot policy.

The Chief Financial Officer Branch (CFOB),

- manages all procurement practices and policies, including this pilot policy; and
- manages the acquisition card program.

8.0 Procedural Requirements

Acquisition cardholders should consider the initial list of suppliers in Annex A when ordering catering services and booking facilities.

As catering is a form of hospitality, the [Travel, Hospitality, Conference and Event Expenditures \(THCEE\) policy](#) must be followed.

All existing [Acquisition Card](#) procedures remain.

Suppliers wishing to be added to the list of suppliers as per Annex A may contact ESDC at NC-SOCIAL_INNOVATION_SOCIALE-GD@hrsdcc-rhdcc.gc.ca.

Annex A

Social Enterprises for Catering Services in the NCR

<i>Supplier Name</i>	<i>Address</i>	<i>Website</i>	<i>Telephone</i>	<i>What can be procured</i>	<i>Considerations and Social Values</i>
Krackers Katering	22 O'Meara St Ottawa ON K1Y 4N6	http://www.krackerskatering.org	Tel: 613-792-4954 E-mail: krackers@causewayworkcentre.org	-Breakfast -Lunch -Coffee service	Employs individuals who have experienced barriers to employment, including people with disabilities and those who are economically disadvantaged.
Tableworks Catering	9-1 Brewer Hunt Way Ottawa ON K2K 2B5	https://www.ocl.ca/donate/tableworks/	Tel: 613-254-9400 E-mail: tableworks@ocl.ca	-Breakfast -Lunch -Dessert	Employs adults with developmental disabilities.
Gourmet Xpress	1900 St-Joseph Blvd Orléans ON K1C 1E4	http://www.gourmet-xpress.com/en/	Tel: 613-590-0541 E-mail: info@gourmet-xpress.com	-Breakfast -Lunch -Supper -Lunch Box	Employs clients with multiple barriers to employment and access to the labour market. Special focus on Work Integrated Social Enterprises (WISE).
FoodWorks	150 Gloucester Street, Ottawa, ON, K2P 0A6	https://www.foodworksottawa.ca/	Tel: 613-230-4663 x 230 Email: foodworks@operationcomehome.ca	-Breakfast -Lunch -Dinner -Desserts -Hors D'oeuvres	Employs at-risk youth in Ottawa, teaching them culinary and real world kitchen skills.
<p>*please contact NC-SOCIAL_INNOVATION_SOCIALE-GD@hrsdc-rhdcc.gc.ca for suggestions on venues in the NCR that accept external SE caterers</p>					