

## ANNUAL REPORT

### Reporting under the *Fighting Against Forced Labour and Child Labour in Supply Chains Act*

Institution Name: Hamilton-Oshawa Port Authority (the “HOPA”)  
Head Office: 600-605 James Street North, Hamilton ON L8L 1J9  
Reporting Year: 2024-2025, covering activities from March 31, 2024 to April 1, 2025  
Contact: Meagan Misener, mmisener@hopaports.ca

#### *Structure*

The HOPA is a Canada Port Authority incorporated by letters patent, pursuant to section 8(1) of the *Canada Marine Act*. The HOPA is an autonomous, non-share capital corporation that operates at arm’s length from the federal government. The HOPA is reporting under the *Fighting Against Forced Labour and Child Labour in Supply Chains Act* (the “Act”) as a government institution as defined by section 3 of the *Access to Information Act*, being a corporation listed under Schedule I of the *Access to Information Act*.

#### *Activities and Supply Chains*

The HOPA’s activities include maintenance of the commercial shipping channel and harbour, and leasing of port property to private terminal operators and other port users. Supply chain elements include vendors located within Canada for capital and operating expenses, software and professional services. The HOPA does not produce, sell or distribute goods.

#### *Risk Prevention*

In 2024, the HOPA implemented a purchasing policy (the “Policy”). The Policy applies to all HOPA employees. The Policy establishes the purchasing guidelines to be followed when making any purchase on behalf of the HOPA. The Policy is distributed to the HOPA employees on an annual basis and is accompanied by a mandatory exercise to ensure employees have read and understand the Policy

Upon assessing its purchasing history and its activities, the HOPA has determined the potential of forced labour and child labour is currently at a low risk level. The HOPA’s governance committee will assess this risk on an annual basis, to determine whether the HOPA has undergone a change in the sourcing of any goods. The committee will assess its findings and determine whether there is a need for further risk reduction measures.

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Ian Hamilton, President & CEO

May 21, 2025

Date

I have the authority to bind the HOPA. I have reviewed the information contained in the report and based on my knowledge, and having exercised reasonable diligence, I attest that the information in the report is true, accurate and complete. This attestation is given pursuant to section 11 of the *Act*.