Canadian Council for Indigenous Business

Indigenous Procurement Policy

Version 1.0 – effective September 17, 2026

CANADIAN COUNCIL FOR INDIGENOUS BUSINESS

Version Control Table

Version	Date	Author/Editor	Description of Changes	Approval Date	Approved By
1.0	September 1 2026	Natalie Adams	New	September 17 2026	Board of Directors

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CANADIAN COUNCIL FOR INDIGENOUS BUSINESS

Indigenous Procurement Policy

Policy Statement

CCIB is a non-partisan, non-profit organization with a mission to promote, strengthen, and enhance a prosperous Indigenous economy through the fostering of business relationships, opportunities, and awareness.

As the national voice for Indigenous business, CCIB is committed to leading by example by embedding Certified Indigenous Businesses (CIBs) and Indigenous businesses at the core of our own sourcing, events, and operations.

CCIB recognizes procurement as an important tool for advancing Indigenous economic participation. Every contract and purchasing decision represents an opportunity to create economic opportunities for Indigenous businesses and strengthen Indigenous participation in the Canadian economy.

Purpose

This policy formalizes CCIB's commitment to Indigenous procurement and establishes a consistent approach to identifying, considering prioritizing and securing contracts with Indigenous businesses in CCIB procurement activities.

Policy Objectives

- Increase equitable access to CCIB procurement opportunities for Indigenous businesses.
- Create meaningful economic opportunities for Indigenous businesses;
- Establish clear, transparent and accountable procurement practices;
- Encourage suppliers to support other Indigenous businesses; and
- Demonstrate leading practice in Indigenous procurement.

Eligibility

CCIB will prioritize CIBs in accordance with this policy.

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Where appropriate, CCIB may also consider an Indigenous business that has not yet obtained CIB certification where the business can demonstrate that it meets CCIB's Indigenous ownership and control requirements and becomes certified.

Indigenous Procurement Approach

CCIB's procurement approach is based on five principles:

1. **Identify Indigenous Businesses First**
   CCIB will make reasonable efforts to identify CIBs and other eligible Indigenous businesses that can provide the required goods or services before or alongside seeking proposals from other suppliers.
   CCIB may use its Indigenous business directory, the CCIB Marketplace and other appropriate sources to identify potential suppliers.
2. **Create Meaningful Opportunities**
   Where appropriate, CCIB may:
   - Limit procurement opportunities to Indigenous businesses;
   - Give preference to Indigenous businesses where qualifications and overall value are comparable, unless documented as an exception under this policy;
   - Include Indigenous economic participation as an evaluation criterion;
   - Encourage Indigenous subcontracting, and partnerships; and
   - Structure procurement opportunities in a way that reduces unnecessary barriers to participation.
3. **Evaluate Overall Value**
   In evaluating overall value:
   - CCIB will not award contracts based solely on price.
   - Procurement decisions may consider factors including quality, qualifications, experience, service, price, capacity, Indigenous ownership, Indigenous economic participation and other requirements relevant to the procurement.
   - Indigenous economic participation will be given meaningful consideration where relevant to the procurement.
4. **Transparency and Accountability**
   CCIB will maintain appropriate documentation of procurement decisions and will document exceptions to the Indigenous procurement approach.

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Procurement decisions will be made in accordance with CCIB's applicable financial and procurement procedures and delegated authorities.

5. **Measure and Report**
   CCIB will track its Indigenous procurement activity and use the information collected to assess progress and identify opportunities for improvement.

   CCIB will publicly report on: (a) total spend with CIBs and other eligible Indigenous businesses; (b) this spend as a percentage of total eligible procurement; and (c) progress against the annual Indigenous procurement target. This reporting will be included in the CCIB Annual Report.

Indigenous Procurement Commitment

CCIB will establish an annual Indigenous procurement target, expressed as a percentage or dollar value of total eligible procurement spend. The target will be set and approved by the President & CEO at the start of each year and recorded in CCIB's internal procurement procedures. CCIB will monitor and report progress against the target quarterly, and the target will not be reduced year-over-year without documented rationale approved by the President & CEO.

The target will be reviewed periodically to ensure that it remains meaningful, achievable and aligned with CCIB's procurement opportunities and organizational priorities.

Supplier Engagement

CCIB recognizes that Indigenous businesses vary in size, capacity, sector and stage of development.

CCIB will seek to reduce unnecessary barriers to participation and, where appropriate, provide information and feedback that can help Indigenous businesses understand procurement requirements and prepare for future opportunities.

CCIB also encourages suppliers that are not Indigenous-owned to identify meaningful opportunities to include Indigenous businesses in their supply chains.

Exceptions

There may be circumstances where an Indigenous procurement approach is not appropriate or where an eligible Indigenous business cannot reasonably meet the requirements of a procurement.

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Exceptions will be documented and managed in accordance with CCIB's internal procurement procedures and delegated authorities.

Any exception to this policy must be approved by the President & CEO and will be documented. If the President & CEO has an actual or perceived conflict of interest in relation to an exception, the exception must instead be approved by the COO and the VP of Finance.

Responsibilities

CCIB employees and others authorized to procure goods and services on behalf of CCIB are responsible for applying this policy to procurement activities within their authority.

CCIB will encourage suppliers and third-party service providers engaged by CCIB to support the principles of this policy and, where appropriate, to consider Indigenous businesses in their own procurement and supply chains.

The President & CEO and Chief Operating Officer are responsible for ensuring that appropriate procedures, tools and reporting mechanisms are in place to support implementation of this policy.

Continuous Improvement

As a national leader in Indigenous business, CCIB will continuously seek to strengthen its Indigenous procurement practices.

CCIB will engage with Indigenous businesses and other relevant partners, review procurement outcomes and update its practices as appropriate to ensure Indigenous procurement remains a meaningful part of how CCIB operates.

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Appendix I

Glossary / Definitions

For the purposes of this policy, the following terms are defined as follows:

Certified Indigenous Business (CIB): A business that has been verified and certified by CCIB as meeting the requirements of the CIB designation. A CIB is defined on CCIB's website here: Certified Indigenous Business (CIB) | CCIB Certification

Indigenous Business: A business that is at least 51% Indigenous-owned and controlled, whether or not it has completed CCIB certification.

Indigenous Procurement: The intentional sourcing of goods and services from Indigenous-owned businesses, with the goal of advancing Indigenous economic participation and inclusion.

Eligible Procurement: Purchases of goods and services by CCIB that are within the scope of this policy. This excludes employment contracts, grants and funding agreements, government-mandated sole-source arrangements, and purchases below a minimum threshold as set out in CCIB's internal practices.

CCIB Marketplace: CCIB's online platform for connecting CIBs and other Indigenous businesses with procurement and business opportunities

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