

# Financial Ethics Research Committee (FERC)

## FERC Mid-Year Report 2013-14

6<sup>th</sup> February 2014



Sameer Rizvi

*FERC Coordinator*

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## FERC Members

- Alvin Chauhan
- David Benrimoh
- Elie Lubendo
- Kateryn Kim
- Rebecca Acheson
- Soo Jeong
- Tiffney Hsieh

## Executive Summary

- For 2013-14, FERC (the Committee) has focused on two primary projects:
  1. Ethical Purchasing Policy
  2. Ethical Investment Policy
- For the last few months, as a team, FERC has worked on completing the *Ethical Purchasing Policy* by formulating a list of vendors that meet the ethical criteria specified by the Committee.

## Research Guide Provided to all FERC Members

- Checklist for Screens
  - 1) All investments of the SSMU, regardless of size, must abide by the following guidelines:
    - a. Avoidance of companies and governments with material interests in:
      - i. Socially Harmful Areas (e.g. Weapons and Tobacco)
      - ii. Human Rights abuse (e.g. child/sweatshop labour and political oppression)
      - iii. Environmentally harmful areas (e.g. pollution and destruction of habitat)
    - b. Priority consideration given to companies with a proven track record of:
      - i. Positive contributions to the environment
      - ii. Promotion of sound employment practices
      - iii. High standards of corporate governance and transparency

- Methods
  - 1) Company Website
    - a. Client Listing – contact clients to inquire about screens and any comments past clients have on the level of service provided
  - 2) Glass Door
    - a. Information from Employees. May not be listed, but check to see if it is.
  - 3) Third Party News Sources
    - a. Google company names with key words, such as “legal”, “exploitation” or words pertaining to the screens
  - 4) Environmental Sites
    - a. Search to see if any are at odds with this company

## Example of a Typical FERC Meeting Agenda

Financial Ethics Research Committee (FERC)

### Meeting #1 – October 4<sup>th</sup> 2013 – AGENDA

FERC Coordinator – Sameer Rizvi ([sameer.rizvi@mail.mcgill.ca](mailto:sameer.rizvi@mail.mcgill.ca))



#### Time

- Friday, October 14<sup>th</sup> 2013
- 4:00 PM to 5:00 PM (1 hour)

#### Location

- SSMU Boardroom

#### Introductions

- FERC Coordinator (Sameer Rizvi)
- SSMU Vice-President Finance & Operations (Tyler Hofmeister)
- Councillor Lubendo (Elie Lubendo)
- Councillor Benrimoh (David Benrimoh)
- Councillor Jeong (Sue Jeong)

#### Mandate of the FERC

- Ethical Investing Policy (30%)
- Ethical Purchasing Policy (70%)
- Hand out copies of FERC FAQs

#### Ethical Investment Policy

- AUM of \$2.4 million
- Lester Asset Management

#### Ethical Purchasing Policy

- Aggregate the suppliers to McGill
- Mega vendors list

#### Time Commitments

- 1 hour per week meeting
- Vendors' research

#### Additional Committee Members

- 4 additional spots available

#### Questions and Concerns

- Meeting days/times
- Etc.

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## Researched Vendors (by Category)

- **Transportation (Total Value = \$46,166.87)**
  - Autobus Ideal
    - **Used by:** SSMU (\$464.16)
  - Autocar Chartrand
    - **Used by:** SSMU (\$2,069.55)
  - Autobus Uncle Harry
    - **Used by:** SSMU (\$25,323.24)
  - Autobus Nolises Symphony Inc.
    - **Used by:** SSMU (\$919.80)
  - G & N School Bus Service
    - **Used by:** SSMU (\$862.31)
  - Autobus Transco Inc.
    - **Used by:** SSMU (\$1885.58)
  - Tour Monde Transportation Inc.
    - **Used by:** MUS (\$1,425.69)
  - Autobus La Quebécoise
    - **Used by:** EUS (\$2,821.50)
  - Coach Canada
    - **Used by:** AUS (\$988.00)
  - Discount Car and Truck Rentals
    - **Used by:** AUS (\$9,407.04)
- **Building Operations (Total Value = \$240,947.14)**
  - Corlite Inc.
    - **Used by:** SSMU (\$2,027.66)
  - Couvre Planchers Labrosse Inc.
    - **Used by:** SSMU (\$2,609.45)
  - Maheu and Maheu

- **Used by:** SSMU (\$2,599.15)
- Entretien McGill Inc.
  - **Used by:** SSMU (\$4,357.56)
- Prescott SM Inc.
  - **Used by:** SSMU (\$24,159.59)
- RCI Environnement Inc.
  - **Used by:** SSMU (\$18,898.95)
- Les Tapis Leblanc Inc.
  - **Used by:** SSMU (\$21,019.41)
- Century Cleaning
  - **Used by:** SSMU (\$120,715.18)
- Combustion Lackhou Inc.
  - **Used by:** PGSS (\$1,040.00)
- Compost Montreal
  - **Used by:** PGSS (\$687.60)
- Services Menagers Roy Ltee
  - **Used by:** PGSS (\$37,155.92)
- Servcorp
  - **Used by:** PGSS (\$3,185.28)
- Superior Linen Supplies
  - **Used by:** PGSS (\$2,455.39)
- **Printing (Total Value = \$177,045.90)**
  - Imprimerie St-Amand & RLS Ltee
    - **Used by:** SSMU (\$740.44)
  - Imprimerie Cote-des-Neiges Inc.
    - **Used by:** SSMU (\$845.46)
  - Imprimerie Heon & Nadeau Ltee
    - **Used by:** SSMU (\$20,902.46)

- **Used by:** MUS (\$9,571.67)
- Imprimerie le Laurentien Inc.
  - **Used by:** SSMU (\$2,682.37)
- Metal Plas Gravure
  - **Used by:** SSMU (\$3,578.60)
- Rubiks
  - **Used by:** SSMU (\$1,823.85)
  - **Used by:** SUS (\$6,271.89)
  - **Used by:** AUS (\$5,108.42)
- Transcontinental Printing
  - **Used by:** SSMU (\$1,264.62)
- Type and Graphics
  - **Used by:** SSMU (\$845.65)
- KataSoho Design and Printing
  - **Used by:** SSMU (\$1,839.61)
  - **Used by:** PGSS (\$3,440.00)
  - **Used by:** PGSS (\$7862.18)
- Sisca Business Solutions Inc.
  - **Used by:** PGSS (\$11,750.00)
- Jostens
  - **Used by:** MUS (\$16,594.16)
  - **Used by:** EUS (\$10878.78)
- Friesens
  - **Used by:** SSMU (\$35,346.89)
- Payette and Simms
  - **Used by:** SUS (\$10,878.78)
  - **Used by:** EUS (\$4,860.20)
- Technophilic Magazine Inc.

- **Used by:** EUS (\$3,518.00)
- Imprimerie Michel Legault
  - **Used by:** EUS (\$640.00)
- Caius du Livre
  - **Used by:** AUS (\$1752)
- Copie Express
  - **Used by:** AUS (\$1050)
- Copie Nova
  - **Used by:** AUS (\$1134.78)
- Copie Resources
  - **Used by:** AUS (\$1353.30)
- Imprimerie Gauvin
  - **Used by:** AUS (\$656.00)
- Imprimerie Lisbro
  - **Used by:** AUS (\$3432.63)
- Solutions Ink
  - **Used by:** AUS (\$11910.00)

## To-Be-Researched Vendors (by Category)

- **Advertising**
  - McGill Daily
- **Advertising Services**
  - Ranlon Enterprises
  - Ideal Communications
- **Beer**
  - Les Brasseurs GMT
  - Sleeman Unibroue Brasseurs de Montreal
  - Les Brasseurs du Nord Inc.



- Michel Jodoin
- Depanneur Video Pincourt
- L'Unique Depanneur
- Factory Resto Bar
- **Beer Equipment and Service**
  - Fut Ideal
  - Systemes Multi-Fut
  - Pro-Fut MG Inc.
- **Restaurants (Food)**
  - Cooperative D'Alentour
  - True Food Ecostere Farm
  - Hector Larivee
  - Sysco Foods
  - Les Viandes St-Laurent
  - Bertoldi's
  - Boucherie Lafleche
  - Jean l'Heureux La Barbera Inc.
  - Le Monde du Ravioli
  - Les Aliments Laurentien
  - Margueritta Pizza
  - Monas and Co. Ltd.
  - Montreal Kosher Bakery Ltd.
  - Montreal Pita Inc.
  - Patisserie Kilo Gateau
  - Santropol
  - The New Homenade Kosher Bakery
  - United Seafood
  - Venus Multiligne Ltee

- Bennett's Rich Ice Cream
- Nestle
- Tantrum
- Distributions Regitan
- Q-Bec Service Café
- Mamakookoo
- Boulangerie Patisserie Stella
- Charcuterie Le Cartier
- **Restaurant Equipment**
  - Multiplus
  - Monas and Cie
  - Empire Crockery
  - Les Entreprises Tzanet Inc.
  - Russell Rinfret Equipment
  - Hobart Canada
- **Restaurant Furniture**
  - Servicelab
  - Serv-ice Ltee
- **Food and Beverage**
  - Labrador Laurentienne Inc.
  - Kaufman Inc
- **Catering (Food Services)**
  - Aramark
  - Avec Plaisirs
  - Location GMAX
- **Accommodation**
  - Hotel W Montreal
  - Apollo L'agence

- **Event Services**
  - ABP Location
  - Eperjesy Soundworks
  - Pur Effets Speciaux
  - Kelly Sani-Vac Inc.
  - Ski Evolution Inc.
  - Spin Artist Agency
  - Timpano Percussion
  - TKO Productions
  - William Morriss Endeavour Entertainment
  - Evenko
  - Express Tours
  - Global Entertainment
  - Pur Effets Speciaux
  - Eweek
  - Engineering Games
  - Engineering Graduation
  - Hart Entertainment Inc.
  - Orientation Week
  - Acme Tent Rentals
  - OAP
  - Techweek
  - EWB Conference
  - Plumber's Ball
  - MEC
  - EES
  - Mech Madness
  - Biblio-Tech

- Centre de Telephone Mobile
- Crosieres AML
- **Venues (Events)**
  - Club La Boom Montreal
  - Delta Montreal
  - Groupe Diversio Inc.
  - 9168-5909 QC Inc.
  - Terasses Bonsecours
  - Weinstein and Gavino
  - Best Western Ville-Marie
  - Cafe Campus
  - La Maison du Festival inc.
  - Old Port Of Montreal Corporation Inc.
  - Productions Gamago - Club Soda
  - Theatre Telus
  - University Club of Montreal
  - Intercontinental Montreal
  - Cottage
  - A La Queue Leu-Leu Brau Haus
  - Science Centre (Old Port of Montreal Corporation Inc.)
  - Espace Reunion Inc.
  - Galerie Gora Inc.
  - Espace Cormier
  - Arena Montreal
  - Circus AfterHours
  - Le Windsor
  - Palais des Congres de Montreal
  - Palason Billiard St Laurent Inc.

- Post Graduate Students' Society
  
- **Catering (Events)**
  - Dagwoods Sandwichs et Salades
  - 6299474 Canada Inc
  - Gourmaison Inc.
  - Groupe Diversio
  - Les Buffets Insere Jeunes
  - Les Sandwiches Volantes
  - Simply Wonderful Catering
  - Trillium Recrutement
  - Traiteur Bon Appetit
  - Robert Alexis Traiteur
  - Arctic Glacier
  - Boulangerie Premiere Moisson
  - Double Pizza
  - Saltimbanques Traiteur
  - Entripy
  - Anne Fraser Inc.
  - Domino's Pizza
  - Double Pizza
  - Fairmount Bagel, Inc
  - Joe's Panini
  - Smartburger
  
- **Event (Apparel and Promotions)**
  - Janna Sports
  - Promo Items Etc.
  - Quality Sport Ltd.

- Quba Promotions
- 9258-2071 QUEBEC Inc.
- Visibilite 360 Inc.
- Mad Distributions
- The Endorphin Group Inc.
- Trophees Leighco Deluxe Ltd.
- 2nd Skin Promotions
- Medical Technology Inc.
- Visible Golf
- Bodhype
- 4Imprint
- Maple Moda Wholesale LTD
- Promotions Hannah
- Spreadshirt, Inc
- Y Knot
- **Office Supplies**
  - Crites and Ridell (Basics)
  - Lyreco Canada Inc.
  - Grand and Toy
  - Citi Commerce Solutions of Canada
  - McGill Computer Store
  - Southwest Binding Systems
  - Spicers
  - Xerox
  - Novexco Inc.
  - Avenue des Arts
- **Telecommunications**
  - Bell Mobility

- Bell Express VU
- Rogers
- Videotron Ltee
  
- **Insurance**
  - BFL and Associates
  - La Capitale Assurance et Gestion
  - Aon Reed Stenhouse
  
- **Audio/Visual Equipment**
  - B and H Photo Video
  - Pro-Staging Services Inc.
  
- **Office Equipment**
  - Canon Canada Inc.
  - Xerox
  
- **Office Furniture**
  - Inter-Tech
  - Bureau Spec
  - Brick Warehouse LP
  - Entrepot Brick SEC
  - Ikea
  - Staples
  - Tapis Aladin
  
- **Financial Services**
  - CBSC Capital Inc.
  - RSM Richter Chamberland
  - Deloitte and Touche
  - Fuller Landau
  - LMKCA

- **IT Equipment**
  - CDW Canada Inc.
  - Centre de Telephone Mobile Ltee
  - Dell Canada Inc.
  - Insight Canada Inc.
  - Aptech, Inc.
  - TigerDirect
- **Web**
  - Plank Multimedia Inc.
  - Square Crop Studios
  - Ubriety, Inc.
- **Applications**
  - Simply Voting
  - Webroot Inc.
- **Photography**
  - HF Photo
  - Kamara
- **Legal Services**
  - Heenan Blaikie LLP
  - Robinson Sheppard Shapiro
  - Jon M. Feldman, L.L.L
  - Grondin Savarese Legal Inc.
- **Safety and Security**
  - Les Hotes de Montreal
  - Ronald C Lister
  - Santinel Inc.
  - G4S Solutions Valeurs
  - Securite AD Security



- SOS Emergency Response Technologies
- International Distribution Network Canada Ltd.
- CFS Securite Inc.
- Alpha Security Group
- Garda-Secur
- **Human Resources**
  - Jobboom Inc.
  - Morneau Shepell
  - Solertia Consulting Group Inc.
  - Tele-Ressources Ltee
  - 7257023 CANADA INC.
  - Agence de Serveurs et Cuisiniers les Cinqs Etoiles
  - ADP Canada
- **Training**
  - Saifirst Corporation
  - Synesis Versalys
- **Translation**
  - Code-X Translation and Localization

## Appendices of Research by FERC Members

### Appendix 1

#### **Autobus Nolises Symphony Charger Bus Inc.**

##### Location and Address

- 190G Boul. Industriel – Chateauguay, QC
- Telephone: (514) 990-9236 or (450) 691-3351
- Toll Free: (877) 441-3351

Email: [info@symphonybus.com](mailto:info@symphonybus.com)

##### Contact Point Person

Bradely

##### Offering

- Airport transfer
- Convention
- One day charter
- Weekend trip
- Multi-day tour

##### Vehicles Offered

- 10 to 13 passengers van
- 47 to 56 passengers Motorcoach
  - For long distance or for your local travels
  - The newest and most modern motocoaches
  - Air conditioning
  - Video monitors
  - Toilet
  - Reclining high back seats
  - PA system
  - Tinted panoramic windows
  - Overhead storage compartments
  - Large exterior luggage compartments
- 21 to 36 passengers Minibus
  - One day or weekend excursion
  - Air conditioning
  - Reclining high back seats
  - PA system
  - Tinted panoramic windows
  - Mid-sized exterior luggage compartment
- 48 passengers school bus

- Great for school field trips
- One day Charters
- 24 bench seats

#### Cost Structure of the Product/Offering

- Depends on how long of a trip you are looking for
- Charge: if for short trips on hourly/ mileage or days for long trips

#### Additional Info

- Travels available between Montreal, Toronto, Quebec, and Ottawa
- Unfortunately doesn't want to sign any long term contracts because it is too volatile and doesn't want to
- For pricing information, if wanted more precise price range, need more specific tour dates and how many passengers

#### Neat Feature

- On the web page, they have a "quote" page where you can get an approximation of how much your specific trip will be

## **Appendix 2**

### **Compost Montreal**

#### Summary of Compost Montreal

##### Aim –

`To eliminate the concept of waste and harmonizing environmental and economic resources in the same direction

##### Approach –

`Collecting and transforming kitchen scraps into valuable, enriching compost

##### The Team –

`About a dozen people who are really into eliminating the concept of waste  
`On the website they have all their employees and even said they will have pictures and bios of individual works uploaded soon

##### Partners –

` Compost Montreal is actually partnered with a variety of Retail and service providers and education, organization, and action companies  
` A few to name: BioCycle oils, The Green Consciousness Guide, City of Montreal, Montreal Vegetarian Association  
` <http://www.compostmontreal.com/en-partners.html> (following link provides the full list of the partners)

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#### Address

Telephone: 514-690-5773

Location: 209A rue Maria, Montreal QC H4C 2N9

Email: [info@compostmontreal.com](mailto:info@compostmontreal.com)

Note: Also has an option where you can directly compose email and send it to them right away. Saves time from opening up your own email and copying the address.

#### Point Person for Future

Tye Hunt – Co-Founder

#### Product/Offering

Also has an option for Residents not just for big corporate. At the end of the report, I have attached some extra information, in case interested.

For corporate and commercial offering ...

- They serve all types of businesses, organizations and institutions

- They service is modeled according to the needs of specific individuals and includes any or all of the following that Compost Montreal offers:
  1. Compost collection from your backdoor or loading dock to the Compost Montreal treatment site
    - Bins (sized to your volume and needs), bags to line them, and posters/training as necessary are provided by Compost Montreal
  2. Compost collection at events provided and same thing as above for provisions
  3. Weekly oil collection (regularly or on call) from your backdoor or loading dock

#### Rates for Corporate and Commercial Firms

Commercial collection prices vary according to volume, location, and your specific needs.

- Commercial collection prices vary. Compost Montreal charge between \$0.18 and \$0.33 per liter, depending on the volume of compost
- Depending on your location, they also charge a flat fee for the trip
- Downside is that you also have to purchase their bins and bags → they do offer a wide range of bin sizes from (4L to 360L)
- Some cities offer this service for free but because of the fact that Compost Montreal is a private business, they generate income with the service they provide

GOOD NEWS: the City of Montreal anticipates offering free residential compost collection by 2016!

#### Payment Method

Can be done by cheques (monthly) payable to Compost Montreal Inc. and send it to their office address provided above. Compost Montreal will send during the first week of month by email for the previous month's service. 30 days net to pay the invoice

#### Environmentally Friendly

- Montreal Compost pays YOU, either in form of cash, or credit against your compost collection, to pick up used vegetable oil to be converted into biogas
- Transform these into biodiesel, which helps reduce greenhouse gas and dependence on fossil fuels
- The compost collected by Compost Montreal is mixed with the organic material of the city parks, and creates an agricultural grade compost has been tested by the Ministère du Développement Durable, Environnement, Faune et Parcs and consistently qualifies as agricultural grade. This means that it can be used to safely and effectively grow new food, effectively reducing dependency on chemical fertilizers

#### Extra Information:

- Can sign up online
- Online payment is also possible
- Montreal Compost collects weekly
- Very in touch with social media (facebook, twitter, instagram all available)
- Lets the client know the date and time of the day when the collection will happen
- Offers a map of “current collection zone” but if you are not in the collection zone, they will still arrange something specific to your needs so they can pick up your compost
- Compost 53 weeks of the year, no matter what the weather is
- On the company website they also provide the benefits of composting
- Following are the benefits that composting provides according to Compost Montreal:

1. Your business or organizations becomes a leader in responsible waste management.
2. You impress clients and employees with your resource consciousness and efficiency.
3. You are connected to some really great and like-minded organizations, businesses, and people.
4. There are less greenhouse gases because of you and emptier landfills.
5. You are generating composting awareness.
6. You are actively contributing to the strength of the local economy and the health of the city.
7. Your trash can and is lighter and dryer, and smells better.
8. You sleep better at night knowing your organic waste is turning into rich soil rather than becoming someone else’s problem.

- Compost Montreal also provides what can and cannot be composted with a cool poster. (<http://www.compostmontreal.com/compostables.html>)
- McGill’s MORE houses and Midnight Kitchen involved with Compost Montreal

#### Feedback:

- Satisfied feedback from Montreal Gazette ‘Green Life Column’ (<http://blogs.montrealgazette.com/2011/03/01/green-life-column-ive-achieved-compost-peace/>)

#### **CONCLUSION**

My conclusion is that Compost Montreal is a very good private company to partner with. In 2010, they were working with Midnight Kitchen so I believe, that even though I didn’t get a call back from the company, they will be willing to sign something for the long run.

A lot of useful information was provided online and with details. It is a growing company, which also implies that there will be more flexibility in contract and negotiation, as they would want to attract more customers in the future.

They are environmentally friendly and promote the well being of the City of Montreal as well as the planet. Even though some information, such as employment feedback, was limited and not provided in some cases, it is a small private company with a few dozen employees, which makes me to believe that it is a tight small community work place.

### **Appendix 3**

#### **Autobus Uncle Harry - Transportation**

(SSMU Expenses of \$25,323.24)

1) *Company Website (N/A)*

Autobus Uncle Harry has no website. When I searched their company name online, all I found was many different websites that talked about their location.

2) *Glass Door*

No reviews online due to no client lists available.

3) *Third Party News Sources – Screening*

While screening the company through Google with key words, nothing came up.

4) *Environmental Sites*

I have also not found any information through environmental website and databases that found this company as a flag for poor environmental practices. This is most likely due to the small size of the company.

#### **Corlite Distributors Inc. – Building Operations (Lighting Fixtures)**

(SSMU Expenses of \$2,027.66)

1) *Company Website (N/A)*

Corlite Distributors Inc. has no website. Instead, there are many different websites that direct to their operating locations.

2) *Glass Door*

No reviews online; once again, this is due to no client lists being made available.

3) *Third Party News Sources – Screening*

While screening the company through Google with key words, nothing came up.

4) *Environmental Sites*

Similarly to the previous company, I have also not found any information through environmental website and databases that found this company as a flag for poor environmental practices. This is most likely due to the small size of the company.

## **Appendix 4**

### **Tour Monde Transportation**

Company Website: <http://www.tourmonde.com>

Location: USA Company that operates in US and Canada

- > Canada HQ : 3285 Cavendish suite 600  
Montreal, QC, H4B 2L9  
Tel. 1-514-906-0222

Cost Structure of the Product/Offering:

- Different Fleet(type of transportation) with different number of passengers
  - Coach Bus Super Deluxe (48-60ppl)
  - Coach Bus Deluxe (32-47ppl)
  - Minibus (21-33ppl)
  - Minivan (9-13ppl)
  - Limobus (14ppl)
  - Limovan (10-14ppl)
  - Limousine (4-20ppl)
  - School bus (48ppl)
  - Mini School bus (16ppl)
- Get Quotes on their online website  
Ex: Bronfman → University of Toronto  
48ppl / Coach Bus = \$1850

Cost Structure for Bulk/Long Term:

- I don't think we will be able to lower costs for bulk (due to the service it provides) but we can try to see if we can negotiate costs for long term in which we will need the point of contact that MUS has been reserving with. (Also , on the expense worksheet, only MUS uses this company for transportation and therefore even a negotiation for long term contract might seem difficult)
- Go talk to MUS VP Finance

Additional Info:

This company is a member of the Quebec Commercial Certification Office (meets certification standards). It has a satisfactory record with the QCCO in which it must be in business for at least 12 months and to have satisfactory record is to be free from an unusual volume or pattern of complaints and law enforcement action involving is marketplace conduct.

Not on Glassdoor

Nothing about being environmentally-friendly



Analysis: There does not seem to be any unethical findings surrounding this company but their information is very limited.

### **Prescott SM Inc**

Company Website: <http://www.prescottsm.com/en/>

- Website is really useful, provides a lot of information

Location: Montreal Company that delivers to Greater Montreal, Quebec City, Ottawa, Toronto

- Montreal: 32<sup>nd</sup> Avenue  
Lachine, Quebec  
Canada, H8T 3J7  
Tel.: 514-333-6969  
Fax: 514-333-4417  
Toll free: 1-800-361-9338

Structure of the Product/Offering:

- Different product categories which have sub-categories within found on their product guide : <http://www.prescottsm.com/en/catalogue.php>
  - Chemical Products
  - Paper Products
  - Skincare
  - Garbage bags
  - Accessories
  - Industrial equipments
  - Packaging & foodservice
  - Health & Safety
    - Offer Green Products
    - For their products, each product has an individual Material Safety data that includes First Aid Measures, Composition and Info on Ingredients, Hazards Identification etc...
      - Ex: [http://www.prescottsm.com/media/upload/Files/EN/NU\\_FILTER\\_ENG.pdf](http://www.prescottsm.com/media/upload/Files/EN/NU_FILTER_ENG.pdf)
    - There are also technical data which provides information on the products, uses and directions with illustrations
      - Ex: <http://www.prescottsm.com/media/upload/Files/EN/2Nu-Filter.pdf>

Cost Structure for Bulk/Long Term:

- Customer access: <http://www.prescottsm.com/en/accesclient/>

Additional Info:

This company has a sustainable development plan in which it is an ongoing process for improving quality and economic performance while respecting our society's social and environmental needs.

How they approach that:

1. We comply with the law and meeting the 16 principles of sustainable development set out by the Quebec government.  
[http://www.mddep.gouv.qc.ca/developpement/principes\\_en.htm](http://www.mddep.gouv.qc.ca/developpement/principes_en.htm)
2. We take sustainable development into account in all our operations. We are attentive to our customers' needs and aim to continue providing the best service there can be. (They offer alternative products for consumers that like to be environmentally free )
3. Our commitment to sustainable development leads us to conduct an ongoing review of the products and services we offer to be sure they meet our safety, health and environmental standards, make efficient use of energy and water, and comply with the 3R principles. ( This is proven as there are safety and technical data for each product )
4. Our staff have been trained in sustainable development principles and will be pleased to advise you on measures for facilitating sustainable development in your organization.
5. You may consult our sustainable development action plan on our website and follow our progress toward meeting our goals. (action plan 2009 - 2014:  
<http://www.prescottsm.com/media/upload/File/Final%20Action%20Plan%20Eng%20.pdf> )

Not on Glassdoor

Analysis: This company is very ethical, it provides detailed information (ingredients, safety instructions, directions on usage) about each one of its products which all pdfs can be found online. Moreover, it is very environmentally-friendly as it began to offer green alternatives for its products as well as a 5 year environmental implementation plan (can be found on its website) that not only is geared towards its products but also to the company (conducting operations and instructing employees to be more green)

## **Appendix 5**

### **Autocar Chartrand:**

On their website, they give have a “Quality Policy” that references things such as their dedication to clients, to the needs of specific populations of clients, to good human resources practices, to following the law and codes of good conduct, and to respect client privacy. Though they are technically a polluting company- being a transport company- they do claim a commitment to the conservation of natural resources (so at least they are aware of the issue). They have been entrusted with Laval’s para-transit, so obviously the government of that city trusts them with vulnerable populations. They also handle school buses for several schools. Their school bus drivers have to undergo special training and are offered child first aid courses. They are certified to provide mechanical inspections. They are also certified to perform emissions inspections for heavy vehicles- designed to ensure they comply with environmental regulations.

They have an online quoting system on their website.

#### **Contact info:**

[info@chartrandinc.com](mailto:info@chartrandinc.com)

#### **TELEPHONE ET TELECOPIEUR :**

Laval : 450 661-7140

Montréal : 514 328-1111

Sans frais : 877 328-1111

Télécopieur : 450 661-2962

#### **ADRESSE :**

1325, Montée Masson

Laval (Québec) Canada

H7E 4P2

From [http://www.metro-magazine.com/resources/metro\\_innovative.pdf](http://www.metro-magazine.com/resources/metro_innovative.pdf):

According to an article in Metro-Magazine, under the title of « Innovative Motorcoach Operators », the president of Chartrand apparently bought, in 2009, six new buses with improved fuel consumption, described as “cleaner vehicles”.

Here is a quote from him: “Just like you do in the U.S., Canada wants to have clean air,” he says. “Everybody has to do their part to enjoy that, and these are the things we do to help.”

Apparently they renew their fleet regularly to ensure quality (the goal is for no coach to be older than 2.5 years at any time); the question is, does this mean more waste and needless consumption, or just better safety and economic stimulation. Or both?

They have no crashes on record in the 24 months prior to 10/30/2013, have passed safety inspection, and have the requisite amount of insurance:

<http://www.uship.com/popups/safer.aspx?type=MC&num=250520> (U.S data; they operate in the U.S too).

They do not show up on glassdoor.com

Client impressions:

Laval School Commission:

No answer- left message

My analysis: they seem to not be in conflict with our policies; while they do pollute, this is a part of their business- and part of the service we need- and they have taken steps to minimize this pollution.

### **Discount Truck and Rentals:**

From their website:

#### **Core values**

##### **Our people**

Provide each member of our organization the opportunity to reach his or her full potential.

##### **Our customers**

Maintain a level of service that exceeds our customer's expectations every time.

##### **Innovation**

Deliver innovative industry-leading rental services.

##### **Excellence**

Pursue operational quality standards that exceed those of all our competitors.

##### **Integrity**

Ethics without compromise.

They have an extensive privacy policy. All information on clients is collected with consent, and can be reviewed at any time by clients except when:

- the information requested is protected by solicitor-client privilege;
- disclosing the information requested would reveal confidential commercial information;
- disclosing the information requested could be reasonably expected to threaten another individual's life or security;
- the information requested was collected to detect and prevent fraud;
- the information requested was generated in the course of a formal dispute resolution process; or
- disclosing the information requested would likely reveal another individual's personal information.

You can also withdraw consent, but then they might not be able to serve you.

They are committed to following the Ontario “Accessibility for Ontarians with Disabilities Act”

Quote from site: “Discount is committed to improving accessibility through identifying, removing and preventing barriers. In the past year, we have worked together within our company and our partners to achieve accessibility goals. Going forward we will be proud to update annually our achievements as well as additional or amended goals. Details of this can be found in the pages that follow.”

**They go on to list how goals they have set (and often met) for achieving accessible hiring practices.**

**Commitment:** Ensure all recruitment and training materials are accessible to all

**Status:** Complete

**Commitment:** Assess the level of knowledge of accessibility issues among staff and provide employees with an opportunity to assist in identifying and removing barriers.

**Status:** Complete

- Created an internal training program for our management team to assist in the understanding of AODA, understanding disabilities and to identify barriers. Training is posted on our internal site to assist employees with both understanding and to help generate valuable feedback.

**Commitment:** All Ontario Discount Car and Truck Rentals employees received training on "How to Service Customers with Disabilities"

**Status:** Completed, and ongoing for new hires

**Commitment:** Continue to review language used in existing and proposed documentation for the public to ensure appropriate language is used with respect to people with disabilities.

**Status:** Ongoing

**Action:**

- Beginning in April, 2011 we began reviewing documents prepared for both the public and for internal use beginning with our Human Resources department resulting in numerous revisions.
- As documentation or presentations are renewed such as our rental agreements, we will continue to review the wording and phrases used to ensure the documents can be accessed by all.

**Commitment:** Continuously review our Health and Safety evacuation policies and procedures

**Status:** Ongoing

**Timeframe:** By 2020, our goal is to ensure all locations are barrier free and all new locations are developed to include accessibility.

**Commitment:** Discount Car and Truck Rentals will continue to consider public input in the identification of barriers in the delivery of our services.

**Status:** Ongoing

**Commitment:** Discount Car and Truck Rentals has reviewed and revised our branch designs.

**Status:** Ongoing

**Commitment:** Discount Car and Truck Rentals will ensure it will consider accessibility in the purchase of goods and services.

**Commitment:** Discount Car and Truck Rentals focus is to ensure all physical disabilities can be accommodated.

**Status:** In progress

- Discount Car and Truck Rentals is a proud partner of Wheelchair in Motion as regardless of modifications, not all vehicles are completely accessible to those with disabilities.
- Advertise Wheelchair in Motion as our partner company on our website renting vehicles which include built in ramps to be used independently by those in a wheelchair or scooter.

**Commitment:** Ensure ongoing internal communication regarding accessibility.

**Status:** On going

Keep in mind that all of these commitments are for Ontario.

They pick up and drop off clients free of charge.

They won a Waterstone "Top 10 most admired corporate cultures in Canada award".

See this link for the award's board of governors (mostly business people but some HR people too and a hospital CEO)

[http://www.glassdoor.com/Overview/Working-at-Discount-Car-and-Truck-Rentals-EI\\_IE155069.11,41.htm](http://www.glassdoor.com/Overview/Working-at-Discount-Car-and-Truck-Rentals-EI_IE155069.11,41.htm)

It got a 2.3/5 on glass door. Apparently when hiring they don't even negotiate: no negotiations they are so desperate for people they will hire anyone

The CEO has a 40% approval. Keep in mind, both company and CEO ratings were by very few people. A few reviewers said he was told it would be easy to move up in the company, but that after working hard this did not happen. But another reviewer said the company is supportive. Apparently they have a high turnover rate to keep pay costs down, and restrict opportunities as your rise in the ranks. One reviewer: "heavy workload in relation with resources, upper management lack of ethics and it is full of deceptions."

Another reviewer:

"You have no life, the pay is garbage, you work like a slave and get treated pretty badly. Discount hires and promotes people based on sales and reputation (nothing else), therefore, the people they promote have, a lot of times, no people skills, are sharks that will sell you their mother for a promotion and they have no scruples. Occasionally someone "good" slips through. As time passes, you begin to realize how the higher up their career ladder you climb, the more constantly they harass you (literally...they threaten to write you up and to fire you) about your sales numbers, your coworker's numbers, your store's numbers...blah blah blah...its all \$\$\$ to them and you are simply a money making machine (and if you are not...then you will be replaced)."

In addition this reviewer tore up their values statement:

Core values

Our people

Provide each member of our organization the opportunity to reach his or her full potential.

\*if you did this every day you would not have a high turn over rate! and the reviews posted on here aside from the ones that the HR team have created falsely! your organization would be a great place to work in... but its not!

Our customers

Maintain a level of service that exceeds our customer's expectations every time.

\*customer's expect CARS, TRUCKS! they don't expect to be lied to when Discount falls short on delivering the one thing they need! (a rental)

Innovation

Deliver innovative industry-leading rental services.

\* There is not one thing this company has come up with that hasn't been done! step outside your office for a minute and look around you, the world has moved forward and your STILL trying to capture the Canadian market!

Excellence

Pursue operational quality standards that exceed those of all our competitors.

\*Quality standards!!!! if you call a 16 foot truck with the side mirror hanging quality or the vehicle that just rolled in and got sprayed with water to make it look clean for the customer waiting in the office for it and its 20 minutes late because there were no more cars! if those are the standards of Discount?

Integrity

Ethics without compromise.

\*\* Lies about promotions, lies about rates, lies to your corporate accounts, lies to your insurance partners, lies to your repair shops, lies about hiring within, lies about opportunities, lies to your own employees, lies about getting the tools to succeed!  
The company was founded on LIES.

**No, I would not recommend this company to a friend** – I'm not optimistic about the outlook for this company

Essentially the issues are poor work-life balance, poor employee care, poor opportunities and practices that prioritize cheap, high-turnover labor.

**Analysis: This company claims ethical and accessibility practices, but seems to have issues carrying that through in terms of HR practices. This is based solely on reviews from glassdoor; as such, we can use this company but not as a first choice (they are not killers or slave drivers, but are not promoting best the best HR practices either).**



## **Appendix 6**

### **Metal Plas Gravure**

- An independent, sing and graving company
- Own team of designers, production, staff and installers
- Client's signage guidelines and criteria are strictly followed
- Value superior level of quality and product consistency

#### Goals and Mission

- Mission is "Quality, Customer Service"
  - Every assignment is completed with exact attention to detail, providing a product of unmatched quality
- 

#### Address

Telephone: (514) 738-2449

Fax: (514) 738 – 2149

Opening Hours: 8h30 to 5h30

3759 Jean Talon West, Montreal QC H3R 2G4

#### Point Person for Future

[info@metalplasgravure.com](mailto:info@metalplasgravure.com)

#### Product/Offering

- Aluminum signs and brush plexiglass
- 2D lettering
- Exterior building identification
- Channel letters
- Light boxes
- Bronze plate casting
- Many more
- For a full listing of products → <http://metalplasgravure.com/products.html>

#### Rates for Corporate and Commercial Firms

Unable to be reached (left them a voice message)

#### Payment Method

- Accept Mastercard and Visa
- Able to get a quote on the Internet if type in information

#### Environmentally Friendly

- Nothing was found in regards to the company
- Checked Glassdoor, Googled, nothing

#### **Conclusion**

With the information that has been provided so far, can not draw up a fair conclusion to reflect the company (will need to be updated)

**Appendix 7**

## Services Managers Roy L Tee

- janitorial services, (\$37,000 out of \$180,000 for all groups that use janitorial services)

## Ethics:

- **statement:**
  - more than 1500 employees in Ontario and Quebec
  - concrete advancement possibilities
  - respect, openness, performance, honesty and transparency have been their values since 1954
  - "Nous avons un programme de reconnaissance des années d'ancienneté pour nos employés."
  - Encourage employees to do physical activity through (travers) the program « Partenaires de votre santé »
  - use ecological products, are concerned with the health of their employees
  - source: <http://www.salonimmigration.com/exposant/smroy/>
  - at least as recent as 2012
  - **significantly, this is listed on a site specifically targeting recent immigrants**
  - pretty much the same statement that is listed on their website
- Company website
  - <http://www.groupeSMR.com/> → intimidating, all in french
  - client listing – failed to do this, my bad
  - have a 24 hours emergency contact number
  - partners as listed on website are: arplan, deménagement universal, piche (nettoyeurs & buandiers), gestion-projet (construction et renovation)
    - I didn't look too hard, but I couldn't find any complaints on these partners
  - works for all sorts of buildings (hotels, commercial centers, hospitals)
  - Un environnement de travail de qualité certifié ISO 9001:2008
    - "needs to demonstrate its ability to consistently provide product that meets customer and applicable statutory and regulatory requirements, and aims to enhance customer satisfaction through the effective application of the system, including processes for continual improvement of the system and the assurance of conformity to customer and applicable statutory and regulatory requirements." (iso.org)

- Une entreprise respectueuse de l'environnement et certifiée ISO 14001:2009
  - environmental standard, but I could not find what specific requirements were (iso.org)
- Un programme de formation continue pour tous les employés portant, entre autres, sur les techniques de travail et les procédures du Système d'information sur les matières dangereuses utilisées au travail (SIMDUT)
  - as far as I can tell this is similar to WHMIS, but I'm not sure
- Glass Door
  - no information on glass door, nor on yelp
- Third Party News Sources
  - no results under searches for complaints
  - search for legal only yielded a mention of them in a court case from 1988, that referenced a court case in 1982
  - nothing comes up under scandal
- Environmental sites
  - what sites can we use?
  - I have calls out to environmentally-knowledgeable friends to ask for sites/databases that can be useful in this endeavour.

#### Cost Structure etc.

- 1. Location Address
  - 9000 de l'Innovation, Montreal, QC H1J 2X9
  - (514) 354-6666
- 2. Point Person for Future Contact
  - very difficult to actually get somebody on the line, will keep trying
- 3. Cost Structure of Product being Offered
- 4. Cost Structure of long-term or bulk purchases
- 5. Are they large enough to support all student groups?
  - it would seem so

#### Analysis

- no reason to believe they aren't committed to their statements
- I count it as a positive that they seek out recent immigrants
- I couldn't find any information on their program that encourages physical activity, but if it exists I think this should be counted as a positive
- It's impressive they received acknowledgement for their commitment to the environment, which leads me to believe they take their stated commitment to ecological work seriously
- I find it almost odd there were no complaints considering how big of a company they seem to be – considering how much business they do just with PGSS, and how many employees they have, it seems odd to have no bad internet presence. thus, if anyone can see any holes in my research, please tell me so I can do a better job next time

**Rubiks**

- **printing**, \$13,000 out of \$177,000 total potential;
- **in** all used for handbook, yearbook, signage, etc.
- **already** used by three student groups

**Ethics**

- Company website
  - **client** listing – contact clients to inquire about screens and any comments past clients have on the level of service provided
  - **failed** to contact clients – my bad
  - **refer** to themselves as Montreal's eco-friendly printing company
  - **says** it was their mission from starting to become the "premiere eco-friendly, full service digital and offset print company in Montreal
- Glass Door
  - **information** from employees
  - **one** review on yelp, very positive
  - **no** review on glass door
- Third Party News Sources
  - **a** search on the company, the president, or vice-president don't seem to yield any relevant results, though it did provide some entertainment as there seems to be a number of interesting things on the Internet about **rubik's** cubes
- Environmental sites
  - **what** sites can we use? **no** reason to believe they don't take their environmental commitments seriously

**Company Information**

- 1. Location Address
  - 1208 St Denis St, Montreal, QC H2X 3J5
  - (514) 287-7557
- 2. Point Person for Future Contact
  - Ashley
  - info@rubiks.ca
- 3. Cost Structure Being Offered
- 4. Cost Structure of long-term contracts or bulk purchases

- ~~definitely~~ a possibility, would have to know to more details to give specifics
- 5. Are they large enough to support all student groups on campus?
  - ~~yes~~
- 6. Other info
  - ~~open~~ M-F, 8.30-6/7, on Mackay and St. Denis, **no weekends**
  - ~~seems~~ like they would be able to handle all the needs presented in this category
  - ~~seem~~ to have a very easy to navigate website
  - ~~everything~~ down to the ~~colours~~ they use (browns, greens) make it seem they *really* want you to know they take their commitment to environment seriously
  - all the paper being used is recycled
    - ~~most~~ is 100% recycled, what isn't they are looking to make so it is

Can we tell them why we're calling?

#### Analysis

- Everything seems to be great here. They appear to have a commitment to environmentally friendly functioning from the get-go. They seem perfectly capable of handling all the work for all student societies, although I'd want to do more to ensure this before suggesting all student societies sign on to contracts with them, simply because it seems like a huge amount of work.

## Tour Monde Transportation

Company Website: <http://www.tourmonde.com>

Location: USA Company that operates in US and Canada

> Canada HQ : 3285 Cavendish suite 600  
Montreal, QC, H4B 2L9  
Tel. 1-514-906-0222

Cost Structure of the Product/Offering:

- Different Fleet(type of transportation) with different number of passengers
  - Coach Bus Super Deluxe (48-60ppl)
  - Coach Bus Deluxe (32-47ppl)
  - Minibus (21-33ppl)
  - Minivan (9-13ppl)
  - Limobus (14ppl)
  - Limovan (10-14ppl)
  - Limousine (4-20ppl)
  - School bus (48ppl)
  - Mini School bus (16ppl)
- Get Quotes on their website  
Ex: Bronfman → University of Toronto  
48ppl / Coach Bus = \$1850

Cost Structure for Bulk/Long Term:

- I don't think we will be able to lower costs for bulk (due to the service it provides) but we can try to see if we can negotiate costs for long term in which we will need the point of contact that MUS has been reserving with. (Also , on the expense worksheet, only MUS uses this company for transportation and therefore even a negotiation for long term contract might seem difficult)

Additional Info:

This company is a member of the Quebec Commercial Certification Office (meets certification standards). It has a satisfactory record with the QCCO in which it must be in business for at least 12 months and to have satisfactory record is to be free from an unusual volume or pattern of complaints and law enforcement action involving its marketplace conduct.