



# Supplier Code of Conduct

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**A2B Australia Limited**

ACN 001 958 390



## 1 Purpose of this Code

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A2B Australia Limited (**A2B**) and its subsidiaries (together, the **Group**) are committed to the highest level of integrity and ethical standards in all business practices.

This Supplier Code of Conduct (**Code**) applies to all suppliers of goods or services to the Group and forms part of suppliers' contracts with the Group. We expect that our suppliers, whether directly or through their supply chain, conduct themselves in accordance with the principles and standards in this Code and implement suitable management systems and processes.

We encourage our suppliers to exceed these minimum standards. We expect our suppliers to communicate this Code to their related entities, employees, suppliers and sub-contractors so that they are aware of, understand and comply with this Code.

## 2 Minimum Standards for suppliers

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The Group expects suppliers to:

### 2.1 Compliance with laws

Comply with all local, national and other applicable laws and regulations of the jurisdictions in which the supplier operates. The standards outlined in this Code do not replace or alter any legal or regulatory obligations of suppliers.

### 2.2 Human rights and humane treatment of works

- Conduct their business in a manner that respects and supports human rights consistent with the Universal Declaration of Human Rights and comply with applicable human rights obligations.
- Not engage in or tolerate the use of forced, bonded, compulsory labour, slavery or human trafficking, the use or threat of physical or other punishment, or the physical, sexual or psychological abuse or inhumane treatment of workers.
- Comply with international and local obligations relating to the employment of children, including adhering to the minimum legal working age in their jurisdiction or with the standards set by the International Labour Organisation, whichever is higher.
- Ensure children under the age of 18 are not employed in hazardous work or in work incompatible with their development.

### 2.3 Wages, benefits & working hours

- Comply with applicable laws and regulations relating to remuneration and benefits, including minimum wages, overtime, superannuation, leave entitlements and other benefits, and ensure the timely payment of workers.
- Provide workers with clear and understandable information about all relevant employment conditions before they enter employment.



- Ensure working hours do not exceed the maximum hours per week required by applicable laws.

## **2.4 Freedom of association**

Respect workers' rights, in accordance with applicable laws, to freedom of association, to establish and join or not join workers' associations, and to engage in lawful industrial activity, without interference, intimidation or harassment.

## **2.5 Anti-discrimination & harassment**

- Not engage in or tolerate direct and indirect discrimination based on gender, age, race, ethnicity, religion, marital status, sexual orientation, gender identity, pregnancy, disability, union membership or political affiliation, or any other status protected by applicable laws.
- Provide and support a workplace free from bullying, harassment, victimisation and abuse, whether physical, sexual, verbal or psychological.

## **2.6 Health and safety**

- Comply with applicable workplace and product health and safety laws and respect workers' rights to refuse to perform work that is unsafe.
- Provide a safe and hygienic environment for workers and third parties, by identifying and managing risks, providing safe and appropriate equipment, training and resources, and ensuring access to facilities and amenities.

## **2.7 Ethical business practices**

- Act and conduct their business in a fair, ethical, transparent and professional manner.
- Not engage in fraud, bribery or corrupt conduct, and comply with applicable anti-bribery, anti-corruption and anti-money laundering laws and regulations.
- Comply with applicable environmental laws, regulations and standards and obtain, maintain and comply with necessary permits or approvals.
- Develop, maintain and implement policies consistent with this Code and maintain adequate records and systems to ensure compliance with this Code.

# **3 Monitoring and compliance**

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Suppliers must monitor their compliance with this Code, notify us of any significant breaches, allegations of non-compliance or investigation into non-compliance by authorities. Suppliers must take all reasonable steps to address, remedy and prevent any further breach.

We reserve the right to review compliance with this Code and require our suppliers to co-operate and provide any information as we may reasonably require to perform such a review.

We may, from time to time, review and update this Code, including to take into account new laws, regulations, practices and technology. We encourage suppliers to visit the A2B website from time to time for any changes to the Code.



## 4 Raising a concern

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Suppliers can raise concerns about any actual or suspected breach of this Code through any of the contact points below:

- Directly with their supplier relationship point of contact.
- By email to [legal@a2baustralia.com](mailto:legal@a2baustralia.com)