

Introduction

Multotec procures a variety of goods and services from a diverse supplier base and looks to partner with suppliers who not only supply safe quality products, provide superior service and value for money but meet the responsibilities contained within this Code and are in full compliance with all national and international laws and regulations.

The provisions in this Code are in addition to, not in lieu of, the provisions of any legal contract or purchase order terms & conditions in place between Multotec and a supplier.

Multotec expects suppliers to hold their supply chain to the standards contained within this Code.

Corporate Governance and Ethical Practices

Suppliers must engage in best practice corporate governance standards and be ethical in their activities. Suppliers are expected to:

- Comply with all relevant laws and regulations.
- Have relevant policies and processes in place in relation to bribery, corruption, fraud and other prohibited practices.
- Act in an ethical, fair and professional manner.
- Have a risk management framework, which incorporates business continuity plans.
- Maintain policies and procedures to ensure compliance with Privacy legislation and to reduce the risk of IT security and data breaches.
- Maintain accurate and auditable records and accounts.
- Provide timely disclosure of material matters concerning the goods or services provided by the supplier to Multotec.
- Ensure they meet their contractual obligations to Multotec and their own suppliers.

Health and Safety

It is important that Suppliers provide a healthy and safe work environment and integrate appropriate health and safety practices in its business. Suppliers are expected to:

- Comply with all relevant national and local safety legislation including but not limited to workplace and operational health and safety.
- Provide a safe and healthy workplace for all their employees by managing occupational health and safety hazards.
- Develop and maintain a documented Health and Safety Management System that is appropriate to the size of the company and nature of risk and meets relevant legal requirements.
- Provide adequate job-related information and training.

Human Rights and Workplace Conditions

Suppliers are expected to make a commitment to the improvement of working conditions and the reduction of global human rights exploitation. Suppliers are expected to:

- Demonstrate a commitment to human rights and fair employment practices in accordance with existing international standards.
- Comply with the provisions of the Modern Slavery Act (Cth) 2018 and commit to the

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compliance of their supply chain.

- Maintain up to date records to reflect compliance with modern slavery laws, human rights commitments in Australia and internationally.
- Comply with all local and national laws and regulations in relation to employment practices, human rights, discrimination, harassment and bullying.
- Permit freedom of association and collective bargaining for employees.
- Treat employees fairly and do not discriminate based on differences.
- Pay their employees lawful wages, including minimum wage requirements and equal pay for equal work.
- Ensure no forced labour, child labour or involuntary labour is used.

Environment

Suppliers must value the environment and promote environment responsibility. Suppliers are expected to:

- Maintain environmentally responsible business practices.
- Reduce the environmental impact of designs, manufacturing processes, services, and waste emissions.
- Obtain, keep current and comply with required environmental permits and regulations.

Code Compliance

Suppliers are expected to self-assess their compliance with the Code and take timely action to correct any deficiencies or breaches reported or identified. Suppliers are encouraged to raise any concerns, discuss and seek clarification accordingly to any elements of the Code with Multotec.

If requested by Multotec, Suppliers must provide evidence and confirmation of their compliance, and that of their supply chain, with the Code. This may include the provision of documents and records that support their compliance.

Failure of the Supplier to comply with this Code may result in termination of engagement. Termination of engagement is at the sole discretion of Multotec.

Please sign below to confirm that you accept and understand the above.

Name: _____

Company Name: _____

Position: _____

Signature: _____ Date: _____

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