



# amaysim Group Supplier Code of Conduct

amaysim Australia Limited (the **Company**)

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## 1 Introduction

The Company and its subsidiaries promote business activities being conducted in a safe, equitable and responsible manner. We recognise that the nature of our supply chain is far reaching and that our responsibilities in supply chain management extend beyond our own direct operations. We view our suppliers as key partners and expect our suppliers to uphold this Supplier Code of Conduct (**Code**) in the dealings with the Company, and in their own supply chains.

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## 2 What does the code cover?

This Code covers:

- Business ethics;
- Risk management;
- Labour practices and human rights;
- Health and safety;
- Environment; and
- Supply chain.

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## 3 Business ethics

The Company is committed to the highest ethical standards in all areas of its operations. Strong business ethics is key to this approach. The Company will always preference suppliers that adopt and demonstrate having adopted ethical standards.

The Company expects its suppliers to:

- comply with applicable laws and regulations on bribery, corruption, extortion or embezzlement in their supply chain;
- comply with privacy laws - suppliers must protect the privacy and data of their suppliers, customers, consumers and employees;
- disclose information about their labour and environmental practices in line with applicable laws;
- disclose information about health and safety and business activities in line with applicable laws;
- disclose any part of their business that may not meet Australian or applicable local community standards of ethics and business practice;

- ensure that workers may report grievances, violations or misconduct without fear of retaliation; and
- provide whistleblower programs that protect whistleblowers by prohibiting retaliation or victimisation and ensure that employees are knowledgeable of the whistleblower program.

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## 4 Risk management

The Company expects that its suppliers will have regard to risk factors in their operations and implement policies and processes that identify and manage strategic and operational risks, vulnerabilities and compliance obligations.

Risk management strategies must seek to safeguard the Company, its customers and staff and the Company's brands and assets. Strategies must be in place to promptly alert supplier management and the Company to key risks.

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## 5 Labour practices and human rights

The Company expects that its suppliers will comply with applicable international and national laws and standards and uphold the human rights of workers. All workers including temporary, migrant, student contract, direct (or any other type of worker) shall be treated with respect and dignity as understood by the international community.

The Company expects that all of its suppliers will ensure that they comply with applicable aspects of the Australian Modern Slavery Act 2018, the International Bill of Human Rights and other national and international standards.

### 5.1 Child labour

The Company expects that its suppliers will not engage in the employment of any persons under the age of 15, or under the age for completing compulsory education, or under the minimum age for employment in the country (whichever is greatest).

### 5.2 Young workers

People under the age of 18 must not be employed in roles that jeopardise their health and safety, nor should work requirements interfere with education or be harmful to mental, social or moral development.

### 5.3 Forced labour

The Company expects that its Suppliers will not engage in the practice of forced or involuntary labour in any form (including, for example, debt bondage).

#### **5.4 Compensation, wages and benefits**

Laws applicable to minimum wage, overtime hours and other legally mandated benefits will be observed at all times. Suppliers are expected not to deduct from wages as a disciplinary measure.

#### **5.5 Freedom of association and collective bargaining**

Workers may associate freely, bargain collectively and seek representation in accordance with local laws. Workers may communicate openly and share grievances with management about working conditions without fear of reprisal or harassment.

#### **5.6 Workplace Policies**

Suppliers are expected to maintain written workplace management policies and standards that promote equal opportunity, anti-discrimination and anti-harassment. Policies and standards must also address bullying principles and employee grievance resolution.

Suppliers are expected to be able to evidence compliance with workplace policies and standards.

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## **6 Health and Safety**

### **6.1 Occupational safety and health**

The Company strives to ensure our employees, contractors and visitors have a healthy, safe and secure working environment at all times. We expect our suppliers to foster these same initiatives and to have documented policies and practices in place. The Company expects that its suppliers will:

- comply with all local laws and regulations concerning workplace health and safety;
- develop and implement written health and safety policies and standards; and
- develop and implement documented systems to identify and record work related accidents, injuries and illness.

### **6.2 Emergency preparedness**

The Company expects that suppliers will have adequate plans in place to identify and assess potential emergency situations, and to minimise their impact by having documented response procedures and plans in place. This should include, but not be limited to the following types of response items:

- evacuation procedures;
- worker training and drills;

- emergency reporting;
- fire detection / suppression equipment; and
- exit facilities.

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## 7 Environment

The Company expects suppliers to commit to the sustainable and efficient use of resources and to use resources conservatively at all times. Suppliers should identify and manage chemicals and other materials that pose environmental hazards, and manage, store, use and dispose of those items accordingly.

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## 8 Supply chain

Where practical, the Company seeks to work constructively with suppliers to minimise detrimental social, economic and environmental effects in our supply chain. While we will attempt to work with suppliers to ensure they meet sustainable practices outlined in this Code, we do expect suppliers to adopt these practices as a minimum when dealing with their own suppliers.

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## 9 Governance

Where situations of non-compliance are identified or where a supplier finds it difficult to undertake appropriate measures, this should be promptly reported to the Company. Where appropriate, the Company will attempt to work with suppliers to develop and implement appropriate remedial action plans to improve the situation.

The Company will regard repeated or material nonconformance as a serious failure to adhere to this Code which, depending on the circumstances, may put the Supplier's ongoing commercial relationship with the Company at risk.

Supplier concerns can be raised via email to: [ethical.resourcing@amaysim.com.au](mailto:ethical.resourcing@amaysim.com.au). The Company will seek to ensure that all raised compliance issues in the Code are resolved quickly and fairly.