

Supplier Code of Conduct



Our Supplier Code of Conduct applies to all suppliers, contractors, consultants, agents and other third parties providing goods or services to Sell & Parker Pty Ltd and its related bodies corporate (**Sell & Parker**). It applies to all procurement activities regardless of value.

It reflects our commitment to the highest ethical standards, legal compliance, responsible sourcing, and safe and sustainable operations across our supply chain.

Safety

We are committed to providing a safe and healthy workplace with the aim of preventing all injuries and illness.

We expect that you will:

- Comply with the *Work Health and Safety Act 2011 (NSW)* and equivalent legislation in other jurisdictions.
- Identify and manage hazards and risks to ensure the safety of your workers and ours.
- Provide training, supervision and equipment appropriate to the tasks performed.
- Ensure your workers are empowered to stop or report unsafe work without fear of reprisal.
- Comply with all Sell & Parker site safety rules, directions and inductions when attending our premises.

Environment

We are committed to responsible resource recovery and to minimising the impact of our operations on the environment.

We expect that you will:

- Comply with all relevant environmental laws including the *Protection of the Environment Operations Act 1997 (NSW)* or equivalent local legislation.
- Prevent pollution and manage waste responsibly.
- Strive to reduce energy use, emissions and water consumption.
- Support recycling and circular economy practices that align with Sell & Parker's operations.
- Report any environmental incidents immediately to your Sell & Parker contact.

Fair Treatment and Human Rights

We are committed to upholding fair and ethical employment practices throughout our business and supply chain.

We expect that you will:

- Comply with the *Fair Work Act 2009 (Cth)*, the *Modern Slavery Act 2018 (Cth)* and equivalent laws in other jurisdictions.
- Prohibit the use of child labour, forced labour, bonded labour or human trafficking.
- Treat all workers with dignity, courtesy and respect, free from discrimination, harassment or victimisation.
- Provide fair wages, benefits and working hours consistent with legal requirements.
- Respect freedom of association and the right to collective bargaining.
- Make all reasonable efforts to ensure businesses within your supply chain are not engaged in, or complicit with, human rights abuses, including forced labour, child labour, bonded labour or human trafficking.

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Business Integrity and Fair Dealing

We are committed to operating honestly and fairly in all business dealings.

We expect that you will:

- Comply with all anti-bribery, corruption and competition laws including the *Criminal Code Act 1995 (Cth)* and the *Competition and Consumer Act 2010 (Cth)*.
- Not offer, give, request or accept bribes, kickbacks or improper payments.
- Not offer gifts, hospitality, benefits or other inducements intended to improperly influence Sell & Parker personnel or business decisions.
- Avoid conflicts of interest and disclose any situation that may compromise objectivity or independence.
- Conduct all transactions honestly and record them accurately.
- Respect intellectual property and avoid any conduct that may harm Sell & Parker's reputation or commercial interests.
- Demonstrate the highest standards of conduct and avoid any fraudulent, corrupt or unethical activities that could bring Sell & Parker into disrepute.
- Not misuse market power, engage in anti-competitive behaviour or knowingly procure dumped goods.

Privacy and Confidentiality

We are committed to meeting our obligations under the *Privacy Act 1988 (Cth)* and all other applicable data protection laws.

We expect that you will:

- Protect all personal, confidential and commercially sensitive information relating to Sell & Parker, its employees, customers and suppliers.
- Use such information only for authorised business purposes.
- Securely store and manage data to prevent unauthorised access, loss or misuse.
- Report any suspected or actual data breach promptly to your Sell & Parker representative.

Community and Social Responsibility

We are committed to being a good neighbour and operating in a socially responsible manner.

We expect that you will:

- Engage with local communities respectfully and minimise negative impacts of your operations.
- Support community initiatives or programs that promote sustainability, education, or wellbeing where practical.
- Ensure your business practices contribute positively to the regions in which you operate.
- Support initiatives that contribute to the prevention of domestic and family violence within your workplace and community where practical.
- Promote diversity, inclusion and equal employment opportunities through workplace policies and practices.
- Provide quality products and services while supporting secure local employment opportunities in the regions where Sell & Parker operate.

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Product and Service Standards

We are committed to sourcing quality goods and services that meet applicable legal, regulatory and industry standards.

We expect that you will:

- Ensure goods and services comply with all relevant legal and regulatory requirements.
- Meet applicable Australian Standards or recognised international standards where Australian Standards do not exist.

Compliance and Performance

We are committed to maintaining a supply chain that reflects our values and legal obligations.

We expect that you will:

- Comply with this Code, all applicable laws and regulations, and any Sell & Parker policies or procedures that apply to your work with us.
- Maintain documentation to demonstrate compliance and provide access to this information upon request.
- Cooperate with Sell & Parker in audits or assessments where required.
- Promptly address any non-compliance or corrective actions identified.

Failure to meet the requirements of this Code may result in review, suspension or termination of your business relationship with Sell & Parker.

Reporting

We are committed to open communication and encourage the reporting of any actual or suspected breaches of this Code, the law, or Sell & Parker's policies and procedures.

We expect that you will:

- Report concerns to your Sell & Parker contact or through the confidential Employee Hotline (02) 8212 9553.
- Cooperate honestly with any investigation.
- Not retaliate or discriminate against anyone who raises a genuine concern in good faith.

Luke Parker
Director
Sell & Parker Pty Ltd

Morgan Parker
Director
Sell & Parker Pty Ltd