

Embedding sustainability principles in our supply chain practices

As a Queensland Government Owned Corporation (**GOC**), CleanCo Queensland Limited (**CleanCo** or **we / us / our**) is committed to engaging with suppliers and developing supply chains that are ethical, environmental and socially responsible. Consistent with the *Queensland Government Supplier Code of Conduct*, this Supplier Code of Conduct (**Code**) sets out the expectations that CleanCo has of its suppliers and what constitutes a responsible supplier.

Suppliers will be expected to comply with this Code while working with CleanCo and may also be required to provide relevant information that demonstrates their adherence to the Code prior to, or, during the course of, their contract. This information will also be used to support the selection of new suppliers and the renewal of existing ones. When providing goods or services to CleanCo, suppliers must make their supply chains aware of this Code.

Application

For Suppliers

Suppliers should refer to the Code when considering supplying to CleanCo as we reserve the right to only partner with suppliers who share our values and commitment to ethical and sustainable practices. Suppliers with queries, including those relating to adhering to the Code, should contact procurement@cleancoqld.com.au.

For CleanCo

This Code applies to all procurement activities regardless of their value. It reflects the standards of responsibility and ethical conduct that CleanCo expects and has detailed in its own Code of Conduct. All CleanCo employees, directors, consultants and contractors are to apply this Code when undertaking procurement activities on behalf of CleanCo. Employees with queries about applying this Code should contact procurement@cleancoqld.com.au.

Compliance with legislation

In addition to any specific items mentioned elsewhere within this Code, CleanCo suppliers must comply with all relevant legislation and standards.

Act Safely

CleanCo is committed to providing and maintaining a safe and healthy work environment. We expect this focus on safety to be mirrored by all our suppliers and that they will work with us to continuously deliver and improve safe systems and ways of working. Our focus on safety is reflected throughout our procurement processes to ensure that CleanCo partners with suppliers whose safety cultures mirror our own.

Our safety culture means:

- Maintaining the highest safety standards across our operations
- Protecting our team, our suppliers and visitors to our sites from dangerous or hazardous situations
- Zero tolerance for drugs/and alcohol detection in anyone engaged by CleanCo to conduct work
- Being 'fit for work' and ensuring that work is conducted safely is part of that duty.

Act Ethically

CleanCo is committed to ensuring that we conduct our activities and ourselves with honesty and integrity. As a GOC, CleanCo's procurement is conducted in an environment of integrity, probity and accountability in accordance with the *Queensland Government Procurement Policy 2019*. We expect all our suppliers to commit to the same high standard of ethical behaviour and demonstrate this through their compliance with the Government's Ethical Supplier Threshold (which can be found at https://www.hpw.qld.gov.au/_data/assets/pdf_file/0015/3741/ethicalsupplierthresholdguidelines.pdf)

Suppliers must not act in a manner that would be an abuse of market power or is otherwise considered to be improper.

Suppliers must not act in any way which may by association affect CleanCo or bring CleanCo into disrepute.

When engaging suppliers, CleanCo will be focused on partnering with suppliers who have the systems and/or processes in place to minimise their exposure to:

- Bribery and Corruption
- Conflicts of Interest
- Wage Theft
- Sanctions
- Money Laundering and Terrorism Financing
- Modern Slavery and Labour Rights abuse
- Human Rights abuse

We recognise these are complex matters and encourage suppliers, particularly small businesses who want to partner with CleanCo to discuss these requirements with us so that all suppliers enjoy an equal opportunity for our business. All conflicts (actual, potential or perceived) must be disclosed to CleanCo by the supplier as soon as possible.

Similarly, if a current supplier identifies a deficiency in their corporate governance practices regarding any of the above matters, we require the supplier to disclose this to CleanCo immediately so that CleanCo may consider the matter.

Act Respectfully

Suppliers can demonstrate their commitment to this Code by conducting their business in a way that shows best practice corporate responsibility. For CleanCo this means promoting collaborative relationships with its suppliers where we can work together to resolve issues in a timely and respectful manner.

As we care for our employees, we expect our suppliers to care for theirs. The Queensland Government is committed to ending domestic and family violence and CleanCo expects its suppliers to support this important initiative by implementing appropriate policies and initiatives.

For CleanCo respect means honouring worker's workplace rights and entitlements and ensuring compliance with all relevant workplace laws and regulations. It also means enhancing workplace diversity and CleanCo wants to partner with suppliers who have policies and practices in place to encourage diversity and equal opportunity for all people. This includes embracing social benefit opportunities such as training and employment opportunities for disadvantaged and marginalised jobseekers.

CleanCo values suppliers which provide local jobs for Queenslanders.

Act Responsibly

When CleanCo partners with suppliers, the obligations of that partnership, including under this Code, also extend to the supplier's own supply chain. Simple contracts may involve supply chains comprising only one or two tiers whereas more complex contracts may have four to five tiers and any supply chain can involve offshore suppliers.

Suppliers who want to partner with CleanCo will need to be able to demonstrate how their supply chain supports their compliance with this Code. Suppliers will be held accountable for their supply chains and be expected to act immediately if they identify non-compliance with any aspect of this Code, their contract and applicable legislation.

Due to the complexity and potential risk associated with offshore supply chains, CleanCo will be looking for suppliers who actively seek to provide local and sustainable job opportunities, particularly in the regions where its sites are located.

Act Securely

In today's era of cybersecurity threats such as data breaches, ransomware and denials of service, we are committed to understand and continually improve our cybersecurity posture and we expect the same from our partners.

Suppliers who want to partner with CleanCo will need to be able to demonstrate the effectiveness of security controls through background checks, certifications, questionnaires, penetration test reports and security overviews.

The commitment to security extends to all information, not only cyber security and suppliers are expected to take reasonable steps to protect CleanCo's information (digital or other) and interconnected systems from misuse, interference and loss, and from unauthorised access, modification or disclosure. Suppliers must ensure that all information is handled in accordance with applicable confidentiality provisions, legal obligations, policies and good practices.

Act Sustainably

As a publicly owned clean energy company we are committed to creating opportunities to improve environmental outcomes for the community and to achieve this we will need to partner with suppliers who share our enthusiasm for sustainability. Through our partners we will focus on:

- Complying with all applicable legislation and regulations relating to environmental performance, management and reporting
- Sourcing products that meet credible internationally recognised sustainability standards
- Ensuring that when procuring products associated with high rainforest destruction risk (i.e. made from, or consisting of, beef, leather, paper, wood, soy, palm oil or biofuels) they are responsibly sourced through transparent supply chains with the appropriate independent certification
- Providing re-usable and recyclable products (with clear labelling to show the material name and recycling classification number) and reducing the amount of packaging supplied
- Minimising the use of [non-renewable] natural resources, by aiming to source all materials from sustainable or renewable sources
- Providing goods and services that are resource efficient wherever possible
- Working to eliminate the use of environmentally damaging chemicals and where possible use low chemical or natural alternatives
- Disposing of any chemicals, including cleaning fluids [and other waste fluids?], in a way that prevents negative impacts on the environment

Suppliers must be able to demonstrate how they share this commitment by working with CleanCo to identify and act on opportunities to minimise the negative environmental impacts of operations and to achieve sustainable procurement.

Compliance with this Code

CleanCo aims to source goods and services responsibly to satisfy our commercial and operational needs, in a way that creates a positive impact on the community and minimizes damage to the environment. We rely on the suppliers throughout our supply chain to strive for better business outcomes which are in accordance with global environmental, social and ethical standards.

To achieve this goal, CleanCo relies on its supplier base to be honest and transparent about their compliance with this Code and to notify CleanCo at procurement@cleancoqld.com.au if they detect any instances of non-compliance. Failure by a supplier to notify CleanCo in a timely manner may place current or future contracts at risk.

Any concerns regarding illegal activity or corruption should be immediately referred to either the Queensland Police Service or the Crime and Corruption Commission.

Document governance

Title:	Supplier Code of Conduct
Approved by:	CEO
Periodicity of review:	Annual
Approved:	30 th July 2021